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MASTER FILE

DSSD Census 2000 Procedures and Operations: Memorandum Series #DD - 1

MEMORANDUM FOR Michael J. Longini  
Chief, Decennial Systems and Contracts Management Office

From: Howard Hogan *Howard Hogan*  
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Attention: Suzanne Fratino  
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Subject: Census 2000 Telephone Questionnaire Assistance Computer -  
Assisted Telephone Interview Specifications - Coverage Edit  
Followup

Attached are three specifications for the Coverage Edit Followup (CEFU) Computer Assisted Telephone Interview Instrument for Census 2000. This is a part of the Telephone Questionnaire Assistance (TQA) program.

Attachment A contains the CEFU specifications with the evaluation data requirements incorporated within the existing specification. Attachment B contains the CEFU evaluation file layouts. Attachment C contains a flowchart of the CEFU interview instrument. If you have any questions or comments on these specifications please contact either Dave Sheppard (x8025) or Susan Ammenhauser (x4236) of my staff.

cc: Coverage Edit Team Distribution List  
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## **Attachment A**

### **Coverage Edit Followup Specifications which include Evaluation Output Requirements**

# 2000 TQA Outbound - Coverage Edits Specifications

latest\_version.wpd

April 7, 1999

Evaluation output requirement: Create the following variables for each case when contact is initially attempted:

| <u>Evaluation Output Variables</u> |      |          |      |          |      |         |      |
|------------------------------------|------|----------|------|----------|------|---------|------|
| <u>Record Type 3:</u>              |      |          |      |          |      |         |      |
| Case level records                 |      |          |      |          |      |         |      |
| rt                                 | inte | r03last  | char | r12last  | char | ccedit  | inte |
| huid                               | inte | r03first | char | r12first | char | cdup    | inte |
| rnpop                              | inte | r03mi    | char | r12mi    | char | cadd    | inte |
| edtfail1                           | inte | r04stat  | char | caseid   | inte | cdel    | inte |
| edtfail2                           | inte | ar04stat | char | formtype | inte | ckb     | inte |
| edtfail3                           | inte | r04last  | char | tellkup  | inte | cq1     | inte |
| edtfail4                           | inte | r04first | char | telvol   | inte | cq1add  | inte |
| edtfail5                           | inte | r04mi    | char | intvwrid | inte | cq1ver  | inte |
| casestat                           | inte | r05stat  | char | centerid | inte | cq1kb   | inte |
| idppop                             | inte | ar05stat | char | calltrys | inte | cq2     | inte |
| vdppop                             | inte | r05last  | char | inttrys  | inte | cq2add  | inte |
| vnctpop                            | inte | r05first | char | lookup   | inte | cq2ver  | inte |
| rospop                             | inte | r05mi    | char | sofar    | inte | cq2kb   | inte |
| vrospop                            | inte | r06stat  | char | start    | inte | cq3     | inte |
| totpop                             | inte | ar06stat | char | end      | inte | cq3add  | inte |
| vtotpop                            | inte | r06last  | char | zone     | inte | cq3ver  | inte |
| dcaredit                           | char | r06first | char | date     | inte | cq3kb   | inte |
| bcallres                           | inte | r06mi    | char | day      | inte | cq4     | inte |
| phonarea                           | char | r07stat  | char | inlang   | inte | cq4add  | inte |
| phonepre                           | char | ar07stat | char | lang     | inte | cq4ver  | inte |
| phonsfx                            | char | r07last  | char | intro1a  | inte | cq4kb   | inte |
| phonebak                           | char | r07first | char | intro1b  | inte | cq5     | inte |
| dmafaddr                           | char | r07mi    | char | intro1c  | inte | cq5add  | inte |
| dmafunit                           | char | r08stat  | char | intro1d  | inte | cq5ver  | inte |
| dmafplac                           | char | ar08stat | char | intro1e  | inte | cq5kb   | inte |
| dmafstat                           | char | r08last  | char | intro1f  | inte | cdintkb | inte |
| dmafzipc                           | inte | r08first | char | refusal  | inte | cq6     | inte |
| r01stat                            | char | r08mi    | char | insuff   | inte | cq6del  | inte |
| ar01stat                           | char | r09stat  | char | cintr1kb | inte | cq6ver  | inte |
| r01last                            | char | ar09stat | char | intro2a  | inte | cq6kb   | inte |
| r01first                           | char | r09last  | char | intro2b  | inte | cq7     | inte |
| r01mi                              | char | r09first | char | cintr2kb | inte | cq7del  | inte |
| r02stat                            | char | r09mi    | char | intro3a  | inte | cq7ver  | inte |
| ar02stat                           | char | r10stat  | char | intro3b  | inte | cq7kb   | inte |
| r02last                            | char | ar10stat | char | cintr3kb | inte | cq8     | inte |
| r02first                           | char | r10last  | char | cback    | inte | cq8del  | inte |
| r02mi                              | char | r10first | char | cbphone  | inte | cq8ver  | inte |
| r03stat                            | char | r10mi    | char | cbtime   | inte | cq8kb   | inte |
| ar03stat                           | char | r11stat  | char | cddate   | inte | cq9     | inte |
|                                    |      | ar11stat | char | callbka  | inte | cq9del  | inte |
|                                    |      | r11last  | char | callbkb  | inte | cq9ver  | inte |
|                                    |      | r11first | char | reintro1 | inte | cq9kb   | inte |
|                                    |      | r11mi    | char | reintro2 | inte | cinrupt | inte |
|                                    |      | r12stat  | char | intro    | inte | cdupl   | inte |
|                                    |      | ar12stat | char | crostkb  | inte | cdup1kb | inte |

Record Type 3 (cont.):

Case level records

|          |      |
|----------|------|
| cdup2    | inte |
| cdup2kb  | inte |
| cdup3    | inte |
| cdup3kb  | inte |
| cadd1    | inte |
| caddadd1 | inte |
| cadd1ver | inte |
| cadd1kb  | inte |
| cdel1    | inte |
| cdeldel1 | inte |
| cdel1ver | inte |
| cdel1kb  | inte |
| cedit1   | inte |
| cedit2   | inte |
| coldata  | inte |
| theend   | inte |
| codecase | inte |

Record Type 4:

Person level records

|           |      |
|-----------|------|
| rt        | inte |
| huid      | inte |
| pnum      | inte |
| pstatus   | char |
| apstatus  | char |
| lastname  | char |
| firstnam  | char |
| midlinit  | char |
| relatncb  | inte |
| sexcdxxx  | inte |
| age42000  | inte |
| dobmonth  | inte |
| dobdayxx  | inte |
| dobyyearx | inte |
| hispcb01  | inte |
| hispcb02  | inte |
| hispcb03  | inte |
| hispcb04  | inte |
| hispcb05  | inte |
| racecb01  | inte |
| racecb02  | inte |

|          |      |
|----------|------|
| racecb03 | inte |
| racecb04 | inte |
| racecb05 | inte |
| racecb06 | inte |
| racecb07 | inte |
| racecb08 | inte |
| racecb09 | inte |
| racecb10 | inte |
| racecb11 | inte |
| racecb12 | inte |
| racecb13 | inte |
| racecb14 | inte |
| racecb15 | inte |
| caseid   | inte |
| rnum     | inte |
| qdel     | inte |
| qedit    | inte |
| qdup     | inte |
| qadd     | inte |
| cefustat | inte |

1. For all numeric variables beginning with **intro1a** for record type 3 and beginning with **rnum** for record type 4, initialize each variable with a value of zero once. Do not reinitialize these variables if a call back is made. All other numeric variables should be initially set by the values of those variables on the input file or as described in the system variables section below. Note that inte means to store integer values.
2. All character variables (designated by char) should be initially set by the values of those variables on the input file.
3. Note that we are calling our case level variables record type 3 and our person level variables record type 4. There are no record types 1 or 2.

B) Create each of the following system variables and set them accordingly:

**caseid:** Assign a unique identification number to each case

**formtype:** The type of Census form for each case. Use the value of character 15 of **huid** for **rt = 3** to assign a value for **formtype**.

**tellkup:** For each case set to the telephone appending service (lookup), capture 10 digit phone #

**intvwrid:** Assign agent's identification number to call

**centerid:** Assign call center's identification number to each call

**calltrys:** Capture the number of attempts the system made for this case (1-10) to make initial contact

**intrtrys:** Capture the number of attempts the system made after the first contact for this case (1-10)

**lookup:** Indicate the case's lookup status

- 0= Never went to lookup
- 1= Call initially sent to lookup because no census phone number was available
- 2= Call initially sent to look up because the census phone number was invalid
- 3= Call first attempted with Census phone number, but later sent to look up

**sofar:** Total cumulative time in minutes that the interview has taken.

**start:** Set time stamp at point when call is picked up by an agent for the last call which closed the case (military time) in Eastern Standard Time (EST)

**end:** Set time stamp at point when call is terminated from any point in the system for the last call which closed the case (military time) in EST

**zone:** Set variable indicating what time zone call is going to

- 1=Pacific (daylight savings)
- 2=Mountain (daylight savings)
- 3=Central (daylight savings)
- 4=Eastern (daylight savings)
- 5=Hawaii (daylight savings)
- 6=Alaska (daylight savings)
- 7=Puerto Rico (daylight savings)
- 8= Indiana
- 9= Arizona
- 11=Pacific standard
- 12=Mountain standard
- 13=Central standard
- 14=Eastern standard
- 15=Hawaii standard
- 16=Alaska standard

· 17=Puerto Rico standard

**date:** Set variable indicating the date the interview was closed based on **end time** and **date** (mmdd)

**day:** Set variable indicating day of the week the interview was closed based on **end time** and **date**

|             |            |
|-------------|------------|
| 1=Monday    | 5=Friday   |
| 2=Tuesday   | 6=Saturday |
| 3=Wednesday | 7=Sunday   |
| 4=Thursday  |            |

**inlang:** The variable **inlang** is the variable that indicates which language the interview should be initiated in. Use the value of character 17 of **huid** for **rt = 3** to assign a value for **inlang**:

|  |
|--|
| 0 = English (US)                           |
| 1 = Spanish (US)                           |
| 2 = Chinese                                |
| 3 = Korean                                 |
| 4 = Tagalog                                |
| 5 = Vietnamese                             |
| 6 = English (PR)                           |
| 7 = Spanish (PR)                           |
| 8 = transcribed from Foreign language form |
| 9 = translated from Foreign language form  |

**lang:** Set variable initially to the value of **inlang**. This variable is to be updated if the interview is conducted in a language different then the one indicated in **inlang**.

| <u>If <b>inlang</b> =</u> | <u>Set <b>lang</b> to:</u> |
|---------------------------|----------------------------|
| 0, 6, 8, or 9             | 1 = English                |
| 1, 7                      | 2 = Spanish                |
| 2                         | 3 = Chinese                |
| 3                         | 6 = Korean                 |
| 4                         | 5 = Tagalog                |
| 5                         | 4 = Vietnamese             |

If “Other language” is selected at the INTRO1 screen, reset **lang** = 7 (Not English or Spanish)

Legend for the specifications:

**SCREEN NAMES** are in bold and in capital letters

**variables** are in bold and lowercase

“Words to be read” are in quotes

*Screen movement directions* are in italics

Screen directions that are not to be read are in regular type

Programing notes will be in a smaller font

Note: This document was prepared in WordPerfect 8. If imported into another word processing program, the document may not appear according to the legend.

## ASSUMPTIONS AND GLOBAL PROGRAMMING INSTRUCTIONS

4. Most evaluation variables are only to be initialized the first time a contact to each case has been attempted. The only exceptions are the variables coming from the coverage edit follow-up input file. If a callback is made to continue an interview (even if only the first screen was read), DO NOT reinitialize the evaluation variables.
5. Only the first or second person, **rnum** = 1 or 2, (if at least 18 years old) from the Census input file variables (**firstnam midlinit lastname**) are eligible respondents to the interview. If neither are available, a callback must be scheduled.
6. Throughout the interview (beginning with the **FIX ROSTER** screen), the current roster of people should be kept on the screen. This “current” roster should always show all roster persons on the incoming census file as defined in **DEFINE CURRENT ROSTER** programming instructions, as well as any person adds, and also include any persons flagged for deletion or as duplicates.

Persons flagged for deletion or as duplicates should appear lined through (~~like this~~), but otherwise, the name should be readable for the agent. Also, if names are edited, the corrected names should be represented on the roster.

7. This document includes output specifications for evaluation output only. It does not include the production input or output requirements necessary to transfer data back to the Census Bureau. These will be provided separately.

Additionally, this document only provides input variables and programming notes for mail returns and be counted forms. If enumerator returns are a part of the CEFU universe, additional programming notes and possibly new input variables will be provided. The decision about whether to include enumerator forms in the targeted edit universe has not yet been made.

8. The agent should have access to several options from any point in the interview. These include the **INTERRUPTION** screen and the knowledge base. The system should be able to return to the screen from which the interview came after completion of the knowledge base usage. This should also be true after access to the **INTERRUPTION** screen as well as the screens that can be accessed from the **INTERRUPTION** screen.
9. The agent should also have access to the **CALLBACK** screen from any point in the interview to end the interview. The agent will record a call back time, day, and/or phone number, if provided, or indicate that it is a refusal case. At that point, the case should be recycled into the autodialer for completion at a later date or for refusal conversion. When the case is given back to an agent, the interview should pickup approximately where it left off.



Only allow the interview to resume at one of the following screens: **INTRO1, INTRO SF, INTRO SFLHH, INTRO LF, INTRO LFLHH, Q1, Q2, Q3, Q4, Q5, DEL INTRO, Q6, Q7, Q8, Q9, LAST CHECK, or COLLECT DATA.** If the interview previously ended on a screen other than one of these, follow the path backwards to the most recent screen accessed among those listed here and begin the callback interview at that point.

If refusal conversion is attempted and is unsuccessful, set **refusal=2**. If refusal conversion is successful, do not change the value of **refusal**.

10. The variable **sofar** should be initialized when contact is first made with the respondent but should never reset because it is a cumulative time for the interview. Using **start** and **end**, determine the number of minutes each time a callback is requested, a call is terminated, or the case is completed, and add this amount to the current value of **sofar**.
11. Every time the knowledge base is used, increment the counter **ckb** by one. For select screens, also increment the counter indicating that the knowledge base was accessed during that screen.

Whenever the knowledge base is used because of a “Don’t Know” response, the agent will attempt to resolve the “Don’t Know” response. When the agent leaves the knowledge base to return to the instrument within the flow of an add question (**Q1, Q1ADD, Q1VERIFY, Q1ADDMORE, Q2, Q2ADD, Q2VERIFY, Q2ADDMORE, Q3, Q3ADD, Q3VERIFY, Q3ADDMORE, Q4, Q4ADD, Q4VERIFY, Q4ADDMORE, Q5, Q5ADD, Q5VERIFY, Q5ADDMORE, ADD, or ADDVERIFY**), show a pop box that says:

“REMINDER - When in doubt, do NOT make the change!  
ONLY add names of persons that you are convinced were residents of this household on April 1<sup>st</sup> according to the residence rules.”

When the agent leaves the knowledge base to return to the instrument within the flow of a delete question (**Q6, Q6DEL, Q6VERIFY, Q6DELMORE, Q7, Q7DEL, Q7VERIFY, Q7DELMORE, Q8, Q8DEL, Q8VERIFY, Q8DELMORE, Q9, Q9DEL, Q9VERIFY, Q9DELMORE, DEL, or DELVERIFY**) show a pop box that says:

“REMINDER - When in doubt, do NOT make the change!  
ONLY delete names of persons that you are convinced were not residents of this household on April 1<sup>st</sup> according to the residence rules.”

With respect to the residence rules, “Do NOT make the change” means do not add or delete this person.

12. The variables in record type 4 are person level records. Whenever a variable is created and a value is assigned, it should be linked to the person record that is identified at that time. This is done by census ID and unique person number (**pnum**) within the ID. A person number is not necessarily equivalent to a roster line number (**rnum**). The use of **pnum** and **rnum** are explained further in the DEFINE CURRENT ROSTER section.
13. If two or more names on the roster are discovered to represent the same person, we need to mark as a duplicate each of the names EXCEPT one - the one with the lowest **rnum**. It is more likely that the roster name with the lowest **rnum** already has Census data collected for it. Do not set **qdup** for the name with the lowest **rnum**. However, do reset **qdup** for any other roster names which represent the same person as the one with the lowest **rnum**.
14. When it is established that the agent has reached the correct household, update **phonebak**. This should be done with the value of **telvol**, **cbphone**, or **tellkup**, depending on which was used to establish contact with the respondent.
15. Assign **lookup** and **tellkup** within the flow of cases to and from the telephone appending service. The variable **lookup** should be initialized to zero. However, if a case goes to the telephone appending service BEFORE contact is initially attempted, it needs to be initially set differently.

If the case was sent to the telephone appending service initially because no phone number was provided on the Census input file, set **lookup** = 1. If the case goes to the service because the phone number provided by the Census input file was determined to be invalid by some initial check, set **lookup** = 2. And if the case goes to the service because a call was made and the phone number was determined to be incorrect, set **lookup** = 3.

16. The 17<sup>th</sup> character of the variable **huid** in **rt** = 3 (later assigned to **inlang**) indicates in which language the interview should be initiated according to the Census input file. Use this value prior to first contact with the household. If this value is 0, 6, 8 or 9, initiate the call in English. Otherwise, use the language indicated by its value.

However, once contact is established, use the variable **lang** to indicate the language to be spoken in the interview. The variable **lang** is initially set to the value of **inlang**, but may be changed during the course of the interview.

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## Programming Notes:

### DEFINE CURRENT ROSTER

The current roster should always appear on the screen. The age and relationship fields shown below are for display only, and are not to be read by the telephone agents unless the information is being used to establish the identity of a person without a name listed or with an incorrect name. This will be covered in more detail in training for the agents.

When the current roster is to be displayed, use a split screen display where the current question screen will be on the left-hand side of the screen, and the current roster will be on the right-hand side of the screen. The left-right split is known to be easier to use and follow, rather than an up and down split screen.

The maximum value for line number (**rnum**) will be total population (either **totpop** or **vtotpop** on incoming census file). If all variables within the roster (as specified in columns 2 through 6 below) for a person in the incoming census file are blank, you must still show person number and somehow indicate that there is another person within the file that we need to consider as part of the roster for this interview. For example, you could fill the name fields with "collect name" so the agent would know to attempt to collect the names for persons missing name.

The current roster is defined below. The variable names on the incoming census file are shown in columns 2 - 6. The variable **rnum** is initially used as a sequence number for listing the incoming Census persons on the roster. It will also be used for listing people who are added through this instrument.

| 17.<br>Line #<br><b>rnum</b> | (2)<br>First<br><b>firstnam</b><br>or <b>rxfirst*</b> | (3)<br>MI<br><b>midlinit</b><br>or <b>rxmi*</b> | (4)<br>Last<br><b>lastname</b><br>or <b>rxlast*</b> | (5)<br>Age<br><b>age42000</b> | (6)<br>Relation<br><b>relatncb</b> |
|------------------------------|---|---|---|-------------------------------|------------------------------------|
| —                            |   |   |   |                               |                                    |
| —                            |   |   |   |                               |                                    |
| —                            |   |   |   |                               |                                    |
| —                            |   |   |   |                               |                                    |
| —                            |   |   |   |                               |                                    |
| etc.                         |   |   |   |                               |                                    |

\* where **xx=pnum**

### Short form record (form type =1)

The roster names for persons 1 through 6 (or up to **totpop** if **totpop** <6) will come from the person panel variables where **rt=4** and **firstnam**, **midlinit**, **lastname**. For each name, set **cefustat** = 1.

For persons 7 through 12 (if present), pull the names off of **rt=3**, continuation roster variables **r07first**, **r07mi**, **r07last** through **r12first**, **r12mi**, **r12last**. For each name, set **cefustat** = 2.

Long form record (form type = 6)

The roster names for persons 1 through 6 (or up to **totpop** if **totpop** <6) will come from the person panel variables where **rt=4** and **firstnam**, **midlinit**, **lastname**. For each name, set **cefustat** = 1.

For persons 7 through 12 (if present), pull the names off of **rt=3**, roster variables **r07first**, **r07mi**, **r07last** through **r12first**, **r12mi**, **r12last**. For each name, set **cefustat** = 2.

Be Counted form record (form type =9)

The roster names for persons 1 through 5 (or up to **totpop** if **totpop** <5) will come from the person panel variables where **rt=4** and **firstnam**, **midlinit**, **lastname**. For each name, set **cefustat** = 1.

For persons 6 through 12 (if present), pull the names off of **rt=3**, continuation roster variables **r06first**, **r06mi**, **r06last** through **r12first**, **r12mi**, **r12last**. For each name, set **cefustat** = 2.

Person Data for All Form Types

For each person on the roster, next to the name, show the age variable: **age42000** and the relationship variable: **relatnch**. Note that relationship is always blank for person 1.

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## INTRO 1

Programming notes: If **formtype=1** or **9** then pull person 1's surname from **lastname** where **rt=4** and **rnum =1**.  
If **formtype=6** and **lastname** is nonblank then pull person 1's surname from **lastname** where **rt=4** and **rnum =1**  
If **formtype=6** and **lastname** is blank then pull person 1's surname from **r01last** where **rt=3** and **rnum =1**

"Hello, my name is \_\_\_\_\_ (*agent name*). I am calling from the United States Census Bureau. Have I reached the (**surname from person 1**) household?"

- ☐ Yes
- ☐ No. Apologize for the error and end the call
- ☐ Answering machine is on the line
- ☐ If offered a corrected phone number for this household, record it here: **telvol**
- ☐ Language problem - Spanish
- ☐ Language problem - Other language
- ☐ Refusal

Do not ask for a phone number if you have not contacted the correct household. Only record a new phone number if it is offered.

Evaluation Output Requirements: If knowledge base is accessed from this screen, increment **cintr1kb** by one.

If yes, increment **intro1a** by one  
If no, increment **intro1b** by one  
If an answering machine is reached, increment **intro1c** by one  
If offered a phone number, assign the phone number to **telvol** and increment **intro1d** by one  
If there is a language problem and the person speaks Spanish, increment **intro1e** by one and set **lang = 2**  
If there is a language problem and the person speaks a language other than Spanish, increment **intro1f** by one and set **lang = 7**  
If refusal is chosen, set **refusal = 1**

Programming note: If the agent chooses language problem - other language, we assume you have some procedure to follow up with that case. When the interview is conducted, update **lang** based on the language used to complete the interview.

*If yes, go to **INTRO2***

*If no, this case should be send to the telephone appending service*

*If answering machine is on the line, cases returns to the autodialer*

*If offered a phone number for the case household, return the case to the autodialer with the new phone number*

*If language problem, return the case to the autodialer with the information about what language interviewer should call back.*

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## INTRO 2

Programming notes: If **formtype=1** or **9** then pull person 1's name from **firstnam** and **lastname** where **rt=4** and **rnum =1**  
If **formtype=6** and **firstnam** is nonblank then pull person 1's name from **firstnam** and **lastname** where **rt=4** and **rnum =1**  
If **formtype=6** and **firstnam** is blank then pull person 1's name from **r01first** and **r01last** where **rt=3** and **rnum =1**

“May I speak to (name of person 1) ?”

☐ Yes

☐ No

Evaluation Output Requirements: If yes, increment **intro2a** by one  
If no, increment **intro2b** by one

If knowledge base is accessed from this screen, increment **cintr2kb** by one.

Programming notes: In order to determine which introduction screen should appear, you will have to look at some variables on the incoming census file. There are two differences between the introductions: estimated number of minutes and if it is a large household edit failure, we will inform the respondent that we were calling to collect census data for the persons who did not fit on the form and asking a few additional questions.

The variable names and values that will identify the type of edit failure(s) are not yet available. For form type, use:

**formtype = 1** (short form), **6** (long form), or **9** (Be counted)

Use **firstnam lastname** where **rnum=2** and **rt=4** to determine if person 2's name is available. Use the name from these variables if it is not blank and then go to the **INTRO3** screen.

Use **age42000** for **rnum=2** and **rt=4** to determine if person 2 is at least 18 years old. If **age42000** is blank, use **dobmonth**, **dobdayxx**, and **dob yearx** to compute age and determine if person 2 is at least 18 years old.

If the person 2's name is blank or is under 18 years old, go to the **CALLBACK** screen.

*If yes and the case is not a large household edit (LHH) and **formtype = 1**, go to **INTRO SF***

*If yes and the case is not LHH and **formtype = 6**, go to **INTRO LF***

*If yes and the case is LHH and **formtype = 1** or **9**, go to **INTRO SFLHH***

*If yes and the case is LHH and **formtype = 6** go to **INTRO LFLHH***

*If no, and the name of the second person **pnum=2** on the form is available and is at least 18 years old, then go to **INTRO3***

*If no, and the name of the second person **pnum=2** on the form is not available or is under 18 years old, go to **CALLBACK***

### INTRO 3

Programming notes: Use the second name listed (**rnum=2**) on the roster in **firstnam** and **lastname** where **rt=4**

“May I speak to (**name of person 2**)?”

☐ Yes

☐ No

Evaluation Output Requirements: If yes, increment **intro3a** by one  
If no, increment **intro3b** by one  
If knowledge base is accessed from this screen, increment **cintr3kb** by one.

*If yes and the case is not LHH and formtype = 1, go to INTRO SF*

*If yes and the case is not LHH and formtype = 6, go to INTRO LF*

*If yes and the case is LHH and formtype = 1 or 9, go to INTRO SFLHH*

*If yes and the case is LHH and formtype = 6 go to INTRO LFLHH*

*If no, go to CALLBACK*

---

## CALLBACK

Programming notes: Refer back to the name of the respondent [**firstnam**, **lastname**] when scheduling a callback - either person 1 or person 2 depending on who is scheduling the call back. If **intro2a** > 0 and **intro3** = 0, use name data from person 1 as in **INTRO2**  
If **intro3a** > 0, use name data from person 2 as in **INTRO3**

Evaluation Output Requirements: Increase **cback** by one every time this screen is accessed.

“When is a good day and time to call back to speak to **firstnam lastname**?”

- ☐ Enter time  
Respondent's Day: **cbdate** Respondent's Time: **cbtime**  
Alternative phone number: **cbphone**
- ☐ No time entered  
Alternative phone number: **cbphone**
- ☐ Refusal

Record the day, time, and alternative phone number (if offered) and select “Time entered”.

If no time or day is entered, select “No time entered” and enter alternative phone number (if offered)

Evaluation output requirements: If day and time are entered, set **cbdate**, **cbtime**, **cbphone** to the values entered and increment **callbka** by one  
If no time is entered, increment **callbkb** by one  
If refusal is chosen, set **refusal** = 1

Programming notes: Do not accept values of **cbdate** and **cbtime** that are outside of the planned operation schedule for the calling centers. If a time outside the operational parameters is entered, prompt the agent with an error message that explains the periods of time (days of the week and hours of the day for that time zone) a callback is possible.

“Thank you for your time. We will call back then to collect the information we need.”



## REINT1

Programming notes: This screen is to be used when we must callback to complete an interview which was already started. Insert the name of the person that the agent spoke to during the previous call for this case.

If **intro2a** > 0 and **intro3** = 0 use name data from person 1 as in **INTRO2**

If **intro3a** > 0, use name data from person 2 as in **INTRO3**

If **refusal** = 1, set **refusal** = 2

If **insuff** = 1, set **insuff** = 2

“Hello, my name is \_\_\_\_\_ (*agent name*). I am calling from the United States Census Bureau. May I speak to **firstnam lastname**?”

☐ Yes

☐ No

Evaluation output requirements: If yes, increase **reintro1** by one and  
If **refusal** = 1, set **refusal** = 2  
If **insuff** = 1, set **insuff** = 2

If no, increase **reintro2** by one

*If yes, go to **REINT2***

*If no, go to **CALLBACK***

---

## REINT2

“Thank you for allowing us to complete this followup interview. It is very important that we count everyone correctly in the Census. I have a few more questions to ask you about your census form. Now we will continue the interview.”

Programming note: Only allow the interview to resume at one of the following screens: **INTRO1**, **INTRO SF**, **INTRO SFLHH**, **INTRO LF**, **INTRO LFLHH**, **Q1**, **Q2**, **Q3**, **Q4**, **Q5**, **DEL INTRO**, **Q6**, **Q7**, **Q8**, **Q9**, **LAST CHECK**, or **COLLECT DATA**. If the interview previously ended on a screen other than one of these, follow the path backwards to the most recent screen accessed among those listed here.

*Go to the place in the interview just prior to where the respondent requested a callback*

---

## INTRO SF

Evaluation output requirements:

Set **intro** = 1

“Thank you for completing your Census 2000 form. We want to make sure that we have counted everyone correctly in the Census, so I have a few questions to ask you. The Census Bureau estimates that this interview should take about 5 minutes. If you have any questions or comments about this estimate, I can tell you who to contact.”

Associate Director for Finance and Administration  
Attn: Paperwork Reduction Project 0607-0856  
Room 3104, Federal Building 3  
Bureau of Census  
Washington, DC 20233

Supply respondent with the address if requested.

If respondent asks you to call back another time, go to **CALLBACK**

Go to ***FIX ROSTER***

---

## INTRO LF

Evaluation output requirements:

Set **intro** = 2

“Thank you for completing your Census 2000 form. We want to make sure that we have counted everyone correctly in the Census, so I have a few questions to ask you. The Census Bureau estimates that this interview should take about 12 minutes. If you have any questions or comments about this estimate, I can tell you who to contact.”

Associate Director for Finance and Administration  
Attn: Paperwork Reduction Project 0607-0856  
Room 3104, Federal Building 3  
Bureau of Census  
Washington, DC 20233

Supply respondent with the address if requested.

If respondent asks you to call back another time, go to **CALLBACK**

*Go to **FIX ROSTER***

---

## INTRO SFLHH

Evaluation output requirements:

Set intro = 3

“Thank you for completing your Census 2000 form. We received the information you sent in about some of the people who were living there on April 1<sup>st</sup>, and I’m calling to ask about the other people who were living there at that time. The Census Bureau estimates that this interview should take about 7 minutes. If you have any questions or comments about this estimate, I can tell you who to contact.”

Associate Director for Finance and Administration  
Attn: Paperwork Reduction Project 0607-0856  
Room 3104, Federal Building 3  
Bureau of Census  
Washington, DC 20233

Supply respondent with the address if requested.

If respondent asks you to call back another time, go to **CALLBACK**

Go to ***FIX ROSTER***

---

## INTRO LFLHH

Evaluation output requirements:

Set intro = 4

“Thank you for completing your Census 2000 form. We received the information you sent in about some of the people who were living there on April 1<sup>st</sup>, and I’m calling to ask about the other people who were living there at that time. The Census Bureau estimates that this interview should take about 24 minutes. If you have any questions or comments about this estimate, I can tell you who to contact.”

Associate Director for Finance and Administration  
Attn: Paperwork Reduction Project 0607-0856  
Room 3104, Federal Building 3  
Bureau of Census  
Washington, DC 20233

Supply respondent with the address if requested.

If respondent asks you to call back another time, go to **CALLBACK**

Go to ***FIX ROSTER***

---

## FIX ROSTER

Programming notes: Keep the "current" roster of people on the right hand side of the screen as defined in **DEFINE CURRENT ROSTER**. The corrected names (**firstnam**, **midlnit**, **lastname**) should subsequently be displayed in place of the original values on the current roster.

"I'm now beginning to review the information you provided on your Census form"

Look at the roster and identify which names are missing, unreadable, or apparently incorrect. If person data are provided (age and relationship to person 1), use it to ask the respondent to provide first names where the names are missing. If no age and relationship data are provided and the name needs editing, use the other names on the list to help the respondent to tell you who that person might be.

To edit names, enter the line number of the name to be collected and then enter the correct name. When finished, choose "Another line to edit" to edit another name or proceed if you have at least a first name for all people on the roster.

Line number \_\_\_\_

First name: **firstnam**                      Middle Initial: **midlnit**                      Last name: **lastname**

Programming notes: Valid line numbers are any numbers that correspond to a name on the roster that has not already been deleted or identified as a duplicate. A line number is valid if **cefustat** = 1, 2 or 3 for that person.

If the line number entered by the agent is invalid, notify the agent that the number entered was invalid. Prompt the agent for "Another valid line number" or to select "Name given was not on the roster or was already marked for deletion"

These values (**firstnam**, **midlnit**, **lastname**) should subsequently be displayed in place of the original values on the on screen roster on the appropriate roster line.

Evaluation output requirement: Increase **cedit1** and **cedit** by one every time a line is edited and set **qedit** = 1 for each person record where **rnum** = line number entered on this screen.

- ☐ Another name to edit
- ☐ Proceed

Go to **FIRST DUP**

---

## FIRST DUP

Programming notes: Keep the "current" roster of people as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Look to see if there are any names on the roster that seem to represent the same person listed on another roster line number.

If so, ask the respondent whether the names do in fact represent the same person..

"Are [first name middle initial last name] and [first name middle initial last name](and [first name middle initial last name] and ...) the same person or different people?"

Enter the line number for each name (closer to the bottom of the roster) which represents the same person as another person listed on a smaller line number (closer to the top of the roster) and then click "accept". Click proceed when all duplicate line numbers have been present.

A duplicate is on line number \_\_\_\_\_ ☐ Accept  
No more duplicates are present ☐ Proceed

Evaluation output requirement: Increase **cdup** and **cdup1** by one for every line number entered.  
Set **qdup**=1 and **cefustat** = 5 for each person record where **rnum** = line number entered on this screen.

If knowledge base is accessed from this screen, increment **cdup1kb** by one.

Programming notes: Update the current roster by striking out (~~like this~~) the name on each line number entered as a duplicate.

*Go to ROSTER*

---

## ROSTER

Programming notes: This "current" roster should always show all roster persons on the incoming census file as defined in **DEFINE CURRENT ROSTER** programming notes.

Insert into this screen the full names of everyone listed on the current roster who has **cefustat = 1, 2, or 3**. Note that this includes the edited names in the current roster but not the names failed as duplicates or deletes. Also, include **age42000** and **relatncb** next to each name (if it is available).

Read all the names on this screen to the respondent.

Don't pause after reading each name.

Don't read the age and relationship unless needed to establish an identity.

Don't prompt the respondent to make changes to the roster. However, do read the list slowly and clearly.

If offered corrections to the roster, choose **INTERRUPTION**. You will be returned to this screen after taking care of the reason for the interruption. Continue reading the roster when you return to this screen.

If no corrections are offered, choose proceed.

"Your Census 2000 form lists the following persons who were living or staying there on April 1<sup>st</sup>:"

|  |               |              |
|--|---------------|--------------|
| "person 1 first name, last name"       | person 1 age  | relationship |
| "person 2 first name, last name"       | person 2 age  | relationship |
| ...                                    |               |              |
| ...                                    |               |              |
| " and person 12 first name, last name" | person 12 age | relationship |

☐ Interruption by respondent

☐ Proceed to probes

Evaluation output requirement: If knowledge base is accessed from this screen, increment **crostk** by one.

*If interrupted, go to **INTERRUPTION***

*If proceed is chosen, go to **Q1***

---



## Q1

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq1kb** by one.

"Other than those persons you listed, were there any children who were living or staying there around the beginning of April? Be sure to consider any newborns, foster children, step children, or children in shared custody arrangements."

☐ Yes

☐ No

*If yes, go to **Q1ADD***

*If no, go to **Q2***

---

## Q1ADD

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: Increment **cq1** by one  
If knowledge base is accessed from this screen, increment **cq1kb** by one.

"What was that person's full name?"

First name: **firstnam** Middle Initial: **midlinit** Last name: **lastname**

After recording the new first and last name, look at the list of people for this household. If offered a new name that may be the same as a name already on the list, confirm with the respondent that the two names represent different people.

Is this person already on the roster?

☐ Yes

☐ No

Evaluation output requirement: If no, increment **cq1add** by one

*If yes, go to **Q1 ADD MORE***

*If no, go to **Q1 VERIFY***

---

### Q1 VERIFY

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Insert the first, middle initial, and last name from the roster line entered on the **Q1 ADD** screen into the prompt below.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq1kb** by one.

"As of April 1<sup>st</sup>, was (**name to be added**) living or staying there most of the time?"

☐ Yes

☐ No

☐ Don't Know

Evaluation output requirement::

If yes: Increment **cq1ver** and **cadd** by one  
Create a new record (record type 4) for this added person.  
Set **qadd** = 1 and **cefustat** = 3 for this newly created person record  
Set **rnum** to the next available line number in the current roster.  
Refresh the on-screen roster by adding **firstnam**, **midlinit**, and **lastname** onto the next available active person line.

If no: Do not retain **firstnam**, **midlinit**, or **lastname**

If Don't Know: Enter the knowledge base and activate the reminder pop box.

*Go to Q1 ADD MORE*

---

### Q1 ADD MORE

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq1kb** by one.

"Were there any other children who were living or staying there around the beginning of April?"

☐ Yes

☐ No

*If yes, go to Q1ADD*

*If no, go to Q2*

---

## Q2

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq2kb** by one.

"Other than those you listed, were there any relatives, such as aunts, uncles, grandparents, cousins, or any other kinds of relatives who were living or staying there around the beginning of April?"

☐ Yes

☐ No

*If yes, go to Q2ADD*

*If no, go to Q3*

---

## Q2ADD

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: Increment **cq2** by one  
If knowledge base is accessed from this screen, increment **cq2kb** by one.

"What was that person's full name?"

First name: **firstnam** Middle Initial: **midlinit** Last name: **lastname**

Before recording new names, look at the list of people for this household. If offered a new name that may be the same as a name already on the list, confirm with the respondent that the two names represent different people. If the new name is not already represented on the roster, record the new name.

Is this person already on the roster?

☐ Yes

☐ No

Evaluation output requirement: If no, increment **cq2add** by one

*If yes, go to Q2 ADD MORE*

*If no, go to Q2 VERIFY*

---

## Q2 VERIFY

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Insert the first, middle initial, and last name from the roster line entered on the **Q2 ADD** screen into the prompt below.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq2kb** by one.

"As of April 1<sup>st</sup>, was (**name to be added**) living or staying there most of the time?"

☐ Yes ☐ No ☐ Don't Know

Evaluation output requirement:

If yes: Increment **cq2ver** and **cadd** by one  
Create a new record (record type 4) for this added person.  
Set **qadd** = 2 and **cefustat** = 3 for this newly created person record  
Set **rnum** to the next available line number in the current roster.  
Refresh the on-screen roster by adding **firstnam**, **midlinit**, and **lastname** onto the next available active person line.

If no: Do not retain **firstnam**, **midlinit**, or **lastname**

If Don't Know: Enter the knowledge base and activate the reminder pop box.

*Go to Q2 ADD MORE*

---

## Q2 ADD MORE

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq2kb** by one.

"Were there any other relatives who were living or staying there around the beginning of April?"

☐ Yes ☐ No

*If yes, go to Q2ADD*

*If no, go to Q3*

---

### Q3

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq3kb** by one.

"Other than those you listed, were there any other persons not related to you who were living or staying there around the beginning of April? For example, someone who rents a room from you or a friend staying with you temporarily while looking for a place to live."

☐ Yes

☐ No

*If yes, go to **Q3ADD***

*If no, go to **Q4***

---

### Q3ADD

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: Increment **cq3** by one  
If knowledge base is accessed from this screen, increment **cq3kb** by one.

"What was that person's full name?"

First name: **firstnam** Middle Initial: **midlinit** Last name: **lastname**

Before recording new names, look at the list of people for this household. If offered a new name that may be the same as a name already on the list, confirm with the respondent that the two names represent different people. If the new name is not already represented on the roster, record the new name.

Is this person already on the roster?

☐ Yes

☐ No

Evaluation output requirement: If no, increment **cq3add** by one

*If yes, go to **Q3 ADD MORE***

*If no, go to **Q3 VERIFY***

---

### Q3 VERIFY

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Insert the first, middle initial, and last name from the roster line entered on the **Q3 ADD** screen into the prompt below.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq3kb** by one.

"As of April 1<sup>st</sup>, was **(name to be added)** living or staying there most of the time?"

☐ Yes

☐ No

☐ Don't Know

Evaluation output requirement::

If yes: Increment **cq3ver** and **cadd** by one  
Create a new record (record type 4) for this added person.  
Set **qadd** = 3 and **cefustat** = 3 for this newly created person record  
Set **rnum** to the next available line number in the current roster.  
Refresh the on-screen roster by adding **firstnam**, **midlinit**, and **lastname** onto the next available active person line

If no: Do not retain **firstnam**, **midlinit**, or **lastname**

If Don't Know: Enter the knowledge base and activate the reminder pop box.

*Go to Q3 ADD MORE*

---

### Q3 ADD MORE

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq3kb** by one.

"Were there any other people not related to you who were living or staying there around the beginning of April?"

☐ Yes

☐ No

*If yes, go to Q3ADD*

*If no, go to Q4*

---

#### Q4

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq4kb** by one.

"Other than those you listed, were there any persons who were either away temporarily or moving around the beginning of April? For example, a household member who was visiting with friends or relatives, on vacation, on a business trip, or in the process of moving."

☐ Yes

☐ No

*If yes, go to Q4ADD*

*If no, go to Q5*

---

#### Q4ADD

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: Increment **cq4** by one  
If knowledge base is accessed from this screen, increment **cq4kb** by one.

"What was that person's full name?"

First name: **firstnam** Middle Initial: **midlinit** Last name: **lastname**

Before recording new names, look at the list of people for this household. If offered a new name that may be the same as a name already on the list, confirm with the respondent that the two names represent different people. If the new name is not already represented on the roster, record the new name.

Is this person already on the roster?

☐ Yes

☐ No

Evaluation output requirement:: If no, increment **cq4add** by one

*If yes, go to Q4 ADD MORE*

*If no, go to Q4 VERIFY*

---

#### Q4 VERIFY

Programming notes: Keep the “current” roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Insert the first, middle initial, and last name from the roster line entered on the **Q4 ADD** screen into the prompt below.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq4kb** by one.

“As of April 1<sup>st</sup>, was (**name to be added**) living or staying there most of the time?”

☐ Yes

☐ No

☐ Don’t Know

Evaluation output requirement:

If yes:

Increment **cq4ver** and **cadd** by one

Create a new record (record type 4) for this added person.

Set **qadd** = 4 and **cefustat** = 3 for this newly created person record

Set **rnum** to the next available line number in the current roster.

Refresh the on-screen roster by adding **firstnam**, **midlinit**, and **lastname** onto the next available active person line.

If no:

Do not retain **firstnam**, **midlinit**, or **lastname**

If Don’t Know:

Enter the knowledge base and activate the reminder pop box.

*Go to **Q4 ADD MORE***

---

#### Q4 ADD MORE

Programming notes: Keep the “current” roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq4kb** by one.

“Were there any other people who were either temporarily away or moving around the beginning of April?”

☐ Yes

☐ No

*If yes, go to **Q4ADD***

*If no, go to **Q5***

---



### Q5

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq5kb** by one.

"Think back to the beginning of April. Were there any people staying there who had no other permanent place to stay? Please tell me their names even if you do not consider them to be regular members of your household"

☐ Yes

☐ No

*If yes, go to **Q5ADD***

*If no, go to **DEL INTRO***

---

### Q5ADD

Evaluation output requirement:

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: Increment **cq5** by one  
If knowledge base is accessed from this screen, increment **cq5kb** by one.

"What was that person's full name?"

First name: **firstnam** Middle Initial: **midlinit** Last name: **lastname**

Before recording new names, look at the list of people for this household. If offered a new name that may be the same as a name already on the list, confirm with the respondent that the two names represent different people. If the new name is not already represented on the roster, record the new name.

Is this person already on the roster?

☐ Yes

☐ No

Evaluation Output Requirement: If no, increment **cq5add** by one

*If yes, go to **Q5 ADD MORE***

*If no, go to **Q5 ADD VERIFY***

---

### Q5 VERIFY

Programming notes: Keep the “current” roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Insert the first, middle initial, and last name from the roster line entered on the **Q5 ADD** screen into the prompt below.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq5kb** by one.

“Think back to April 1<sup>st</sup>. Was (name to be added) staying there?”

☐ Yes

☐ No

☐ Don’t Know

Evaluation output requirement:

If yes: Increment **cq5ver** and **cadd** by one  
Create a new record (record type 4) for this added person.  
Set **qadd** = 5 and **cefustat** = 3 for this newly created person record  
Set **rnum** to the next available line number in the current roster.  
Refresh the on-screen roster by adding **firstnam**, **midlinit**, and **lastname** onto the next available active person line.

If no: Do not retain **firstnam**, **midlinit**, or **lastname**

If Don’t Know: Enter the knowledge base and activate the reminder pop box.

*Go to Q5 ADD MORE*

---

### Q5 ADD MORE

Programming notes: Keep the “current” roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq5kb** by one.

“Were there any other people who were staying there around the beginning of April who had no other permanent place to stay?”

☐ Yes

☐ No

*If yes, go to Q5ADD*

*If no, go to DEL INTRO*

## DEL INTRO

Programming notes:

Keep the "current" roster of people on the right hand side of the screen as defined in **DEFINE CURRENT ROSTER** programming notes.

Insert into this **DEL INTRO** screen the full names of everyone listed on the current roster who has **cefustat = 1, 2, or 3**. Note that this includes the edited names in the current roster but not the names failed as duplicates or deletes. Also, include **age42000** and **relatncb** next to each name (if it is available).

"The Census Bureau counts people in places where groups of people stay, such as colleges, nursing homes, jails and the like. We need to be sure we count people who stay at these kinds of places only once. The next few questions will ask if any of the people we have just discussed have stayed in these special types of places on April 1<sup>st</sup>."

Read all the names on this screen to the respondent.

Don't pause after reading each name.

Don't read the age and relationship unless needed to establish an identity.

Don't prompt the respondent to make changes to the roster. However, do read the list slowly and clearly.

If offered corrections to the roster, choose **INTERRUPTION**. You will be returned to this screen after taking care of the reason for the interruption. Continue reading the roster when you return to this screen.

If no corrections are offered, choose proceed.

"Please consider each of the following people as I ask you these next few questions:"

|                                       |               |              |
|---------------------------------------|---------------|--------------|
| "person 1 first name, last name"      | person 1 age  | relationship |
| "person 2 first name, last name"      | person 2 age  | relationship |
| ...                                   |               |              |
| ...                                   |               |              |
| "and person 12 first name, last name" | person 12 age | relationship |

☐ Interruption by respondent

☐ Proceed to probes

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cdintkb** by one.

*If interrupted, go to **INTERRUPTION***

*If proceed is chosen, go to **Q6***

## Q6

Programming notes: Keep the “current” roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq6kb** by one.

“Were any of these people college students in April?”

☐ Yes

☐ No

*If yes, go to Q6 DEL*

*If no, go to Q7*

---

## Q6 DEL

Programming notes: Keep the “current” roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: Increment **cq6** by one  
If knowledge base is accessed from this screen, increment **cq6kb** by one.

“What was that person’s full name?”

Before entering the line number of the name to be deleted on the roster, look at the list of people for this household. If offered a new name that does not seem to be on the list, remind the respondent of the names that are on the list to be sure that they are referring to one of them.

Enter line number: \_\_\_\_\_

Programming notes: Valid line numbers are any numbers that correspond to a name on the roster that has not already been deleted or identified as a duplicate. A line number is valid if **cefustat** = 1, 2 or 3 for that person.

If the line number entered by the agent is invalid, notify the agent that the number entered was invalid. Prompt the agent for “Another valid line number” or to select “Name given was not on the roster or was already marked for deletion”

☐ Name given was not on the roster or was already marked for deletion

Evaluation output requirement: If valid line number was entered, increment **cq6del** by one.

*If a valid line number was entered, go to Q6 VERIFY*

*If an invalid name was entered or the name given was not on the roster, go to Q6 DEL MORE*

### Q6 VERIFY

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq6kb** by one.

Insert the first, middle initial, and last name from the roster line entered on the **Q6 DEL** screen into the prompt below.

"On April 1<sup>st</sup>, was (**name to be deleted**) living or staying somewhere else while attending college?"

☐ Yes

☐ No

☐ Don't Know

Evaluation output requirement:

If yes: Increment **cq6ver** and **cdel** by one  
Set **qdel** = 6 and **cefustat** = 4 for each person record where **rnum** = line number entered on the **Q6 DEL** screen.  
Update the current roster by striking out (~~like this~~) the name on each line number entered as a duplicate.

If no: Do not flag the chosen line number as a delete

If Don't Know: Enter the knowledge base and activate the reminder pop box.

*Go to **Q6 DEL MORE***

---

### Q6 DEL MORE

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq6kb** by one.

"Was anyone else a college student in April?"

☐ Yes

☐ No

*If yes, go to **Q6 DEL**  
If no, go to **Q7***

---

### Q7

Programming notes: Keep the “current” roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq7kb** by one.

“Were any of these people members of the U. S. Armed Forces in April?”

☐ Yes

☐ No

*If yes, go to **Q7DEL***

*If no, go to **Q8***

---

### Q7 DEL

Programming notes: Keep the “current” roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: Increment **cq7** by one  
If knowledge base is accessed from this screen, increment **cq7kb** by one.

“What was that person’s full name?”

Before entering the line number of the name to be deleted on the roster, look at the list of people for this household. If offered a new name that does not seem to be on the list, remind the respondent of the names that are on the list to be sure that they are referring to one of them.

Enter line number: \_\_\_\_\_

Programming notes: Valid line numbers are any numbers that correspond to a name on the roster that has not already been deleted or identified as a duplicate. A line number is valid if **cefustat** = 1, 2 or 3 for that person.

If the line number entered by the agent is invalid, notify the agent that the number entered was invalid. Prompt the agent for “Another valid line number” or to select “Name given was not on the roster or was already marked for deletion”

☐ Name given was not on the roster or was already marked for deletion

Evaluation output requirement: If valid line number was entered, increment **cq7del** by one.

*If a valid line number was entered, go to **Q7 VERIFY***

*If an invalid name was entered or the name given was not on the roster, go to **Q7 DEL MORE***

---

### Q7 VERIFY

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Insert the first, middle initial, and last name from the roster line entered on the **Q7 DEL** screen into the prompt below.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq7kb** by one.

"As of April 1<sup>st</sup>, was (**name to be deleted**) living or staying somewhere else most of the time while serving in the U.S. Armed Forces?"

☐ Yes

☐ No

☐ Don't Know

Evaluation output requirement:

If yes: Increment **cq7ver** and **cdel** by one  
Set **qdel** = 7 and **cefustat** = 4 for each person record where **rnum**= line number entered on the **Q7 DEL** screen.  
Update the current roster by striking out (~~like this~~) the name on each line number entered as a duplicate.

If no: Do not flag the chosen line number as a delete

If Don't Know: Enter the knowledge base and activate the reminder pop box.

*Go to **Q7 DEL MORE***

---

### Q7 DEL MORE

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq7kb** by one.

"Was anyone else in the U.S. Armed Forces in April?"

☐ Yes

☐ No

*If yes, go to **Q7 DEL***

*If no, go to **Q8***

---

### Q8

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq8kb** by one.

"Were any of these people living away in a place such as a prison or jail, mental hospital, nursing home, or similar place on April 1<sup>st</sup>?"

☐ Yes

☐ No

*If yes, go to Q8DEL*

*If no, go to Q9*

---

### Q8 DEL

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: Increment **cq8** by one  
If knowledge base is accessed from this screen, increment **cq8kb** by one.

"What was that person's full name?"

Before entering the line number of the name to be deleted on the roster, look at the list of people for this household. If offered a new name that does not seem to be on the list, remind the respondent of the names that are on the list to be sure that they are referring to one of them.

Enter line number: \_\_\_\_\_

Programming notes: Valid line numbers are any numbers that correspond to a name on the roster that has not already been deleted or identified as a duplicate. A line number is valid if cefustat = 1, 2 or 3 for that person.

If the line number entered by the agent is invalid, notify the agent that the number entered was invalid. Prompt the agent for "Another valid line number" or to select "Name given was not on the roster or was already marked for deletion"

☐ Name given was not on the roster or was already marked for deletion

Evaluation output requirement: If valid line number was entered, increment **cq8del** by one.

*If a valid line number was entered, go to Q8 VERIFY*

*If an invalid name was entered or the name given was not on the roster, go to Q8 DEL MORE*



## Q8 VERIFY

Programming notes:

Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Insert the first, middle initial, and last name from the roster line entered on the **Q8 DEL** screen into the prompt below.

Activate the reminder pop box whenever this screen is accessed.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq8kb** by one.

"What kind of place was (**name to be deleted**) staying at on April 1<sup>st</sup>?"

Programming notes:

Add a pop box or help screen with the information on **Hospitals, Prisons, or Other Institutions**. Always pop this box when this screen is accessed. Use the information in the following excerpt from the **SELECTED CENSUS 2000 RESIDENCE RULES - JOB AID** in the pop box.

| SITUATION  | DO NOT DELETE<br>if the place was:   | DELETE<br>if the place was:   |
|--|--|---|
| Hospitals,<br>Prisons, or<br>Other<br>Institutions | A general hospital or ward<br>(including newborn babies)   | A home, school, hospital, or ward for the<br>physically handicapped, mentally retarded,<br>mentally ill, or for drug/alcohol abuse  |
|  | A Veterans Affairs hospital<br>(excluding wards for the<br>chronically ill, physically<br>handicapped, mentally ill, or<br>for drug/alcohol abuse) | A psychiatric or chronic disease hospital or ward,<br>or hospice facility   |
|  |  | A nursing or convalescent home for the aged or<br>dependent   |
|  |  | A correctional institution, such as a federal or state<br>prison, local jail or workhouse, police lockup,<br>federal detention center, or halfway house, or a<br>residential juvenile training school, camp, or farm<br>for delinquents |
|  |  | A juvenile institution such as a residential care<br>facility for neglected or abused children or an<br>orphanage   |

If necessary, refer to the knowledge base section on institutional residences for help in determining if the person should be deleted from this household.

Should this name be deleted due to the residence rules?

☐ Yes

☐ No

☐ Don't Know

Evaluation output requirement:

If yes: Increment **cq8ver** and **cdel** by one  
Set **qdel** = 8 and **cefustat** = 4 for each person record where **rnum**= line number entered on the **Q8 DEL** screen.  
Update the current roster by striking out (~~like this~~) the name on each line number entered as a duplicate.

If no: Do not flag the chosen line number as a delete

If Don't Know: Enter the knowledge base and activate the reminder pop box.

*Go to Q8 DEL MORE*

---

### **Q8 DEL MORE**

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq8kb** by one.

"Was anyone else living away in these kinds of places on April 1<sup>st</sup>?"

☐ Yes

☐ No

*If yes, go to Q8 DEL*

*If no, go to Q9*

---

### Q9

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq9kb** by one.

"Some people have more than one place to live. Examples include a second residence where they stay to be closer to work, a friend's or relative's home, or a vacation home. Did any of the people on the list I read you earlier have another place where they live or stay?"

☐ Yes

☐ No

*If yes, go to **Q9DEL***

*If no, go to **LAST CHECK***

---

### Q9 DEL

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: Increment **cq9** by one  
If knowledge base is accessed from this screen, increment **cq9kb** by one.

"What was that person's full name?"

Before entering the line number of the name to be deleted on the roster, look at the list of people for this household. If offered a new name that does not seem to be on the list, remind the respondent of the names that are on the list to be sure that they are referring to one of them.

Enter line number: \_\_\_\_\_

Programming notes: Valid line numbers are any numbers that correspond to a name on the roster that has not already been deleted or identified as a duplicate. A line number is valid if **cefustat** = 1, 2 or 3 for that person.

If the line number entered by the agent is invalid, notify the agent that the number entered was invalid. Prompt the agent for "Another valid line number" or to select "Name given was not on the roster or was already marked for deletion"

☐ Name given was not on the roster or was already marked for deletion

Evaluation output requirement: If valid line number was entered, increment **cq9del** by one.

*If a valid line number was entered, go to **Q9 VERIFY***

*If an invalid name was entered or the name given was not on the roster, go to **Q9 DEL MORE***

### Q9 VERIFY

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Insert the first, middle initial, and last name from the roster line entered on the **Q9 DEL** screen into the prompt below.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq9kb** by one.

"On April 1<sup>st</sup>, was **(name to be deleted)** living or staying at another place most of the time?"

☐ Yes

☐ No

☐ Don't Know

If needed, use the knowledge base of residence rules to help you determine if the names offered as deletes should be excluded from this household.

Evaluation output requirement:

If yes:

Increment **cq9ver** and **cdel** by one

Set **qdel** = 9 and **cefustat** = 4 for each person record where **rnum**= line number entered on the **Q9 DEL** screen.

Update the current roster by striking out (~~like this~~) the name on each line number entered as a duplicate.

If no:

Do not flag the chosen line number as a delete

If Don't Know:

Enter the knowledge base and activate the reminder pop box.

*Go to **Q9 DEL MORE***

---

### Q9 DEL MORE

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cq9kb** by one.

"Did anyone else have more than one place to live?"

☐ Yes

☐ No

*If yes, go to **Q9 DEL***

*If no, go to **LAST CHECK***

## LAST CHECK

Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cdup3kb** by one.

Look to see if there are any names on the roster that seem to represent the same person listed on another roster line number.

If so, ask the respondent whether the names do in fact represent the same person..

"Are [first name middle initial last name] and [first name middle initial last name](and [first name middle initial last name] and ...) the same person or different people?"

Enter the line number for each name (closer to the bottom of the roster) which represents the same person as another person listed on a smaller line number (closer to the top of the roster) and then click "Accept". Click proceed when all duplicate line numbers have been present.

|                                     |                       |         |
|-------------------------------------|-----------------------|---------|
| A duplicate is on line number _____ | <input type="radio"/> | Accept  |
| No more duplicates are present      | <input type="radio"/> | Proceed |

Evaluation output requirement: Increase **cdup** and **cdup3** by one for every line number entered  
Set **qdup**=3 and **cefustat** = 5 for each person record where **rnum**= line number entered on this screen

Programming notes: Update the current roster by striking out (~~like this~~) the name on each line number entered as a duplicate.

Determine if data needs to be collected. If any person records have **cefustat** = 2 or 3, then data needs to be collected for those records.

*If any person records have **cefustat** = 2 or 3, go to **COLLECT DATA***

*If all person records have **cefustat** = 1, 4 or 5, go to **THE END***

---

## COLLECT DATA

Evaluation output requirement: Increase **coldata** by one  
Programming notes: Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

"Now I will need to collect information about some of the people we've been talking about."

Programming notes: Both paths (to the long form and short form questions) will need as input:  
1. All person records with a **cefustat** = 1, 2, or 3  
2. The full name (first, mi, and last) of person 1 on the roster

*If **cefustat** = 2 or 3 for any person record and **formtype**=1 or 9, go to the short form path >relation<. After all data are collected for all person adds, or continuation roster persons within a large household, go to **THE END**.*

*If **cefustat** = 2 or 3 for any person record and **formtype** = 6, go to the long form path >relation<. After all data are collected for all person adds, or continuation roster persons within a large household, go to **THE END**.*

---

## THE END

Evaluation output requirement: Increase **theend** by one

"That concludes our interview. Thank you for your cooperation."

*End interview. Go to **CODE CASE***

---

## CODE CASE

Programming note: If **insuff**=0 and **coldata**>0 and **cefustat** = 2 or 3 for at least one person and at least one person where **cefustat** = 2 or 3 is not data defined, then set **insuff** = 1

Evaluation output requirement: Assign case codes to **codecase** as follows:

- 00 Active case  
Initial value - recycle these cases to the autodialer if another final case code is not assigned.
- 01 Complete interview (True) - CEFU interview completed and all reverse CATI questions are answered for ALL persons for whom data needed to be collected:  
  
If **theend** > 0 and **cefustat** = 1, 4, or 5 and **refusal** ≠ 2 for all persons  
or  
If **theend** > 0 and **cefustat** = 2 or 3 and **refusal** ≠ 2 and ALL reverse CATI data is collected for every person where **cefustat**= 2 or 3
- 02 Complete interview (refusal conversion) - CEFU interview completed and all reverse CATI questions are answered for ALL persons for whom data needed to be collected after an initial refusal:  
  
If **theend** > 0 and **refusal** = 2 and **cefustat** = 1, 4, or 5 for all persons  
or  
If **theend** > 0 and **refusal** = 2 and **cefustat** = 2 or 3 and ALL reverse CATI data is collected for every person where **cefustat**= 2 or 3
- 03 Sufficient Partial Interview (True)  
CEFU interview completed and at least one reverse CATI question was not answered for at least one person for whom data needed to be collected:  
  
If **coldata** > 0 and **refusal** ≠ 2 and **cefustat** = 2 or 3 for at least one person and every person **cefustat** = 2 or 3 is data defined and for at least one person where **cefustat** = 2 or 3, we did not collect ALL the reverse CATI data.
- 04 Sufficient Partial Interview (refusal conversion)  
CEFU interview completed and at least one reverse CATI question was not answered for at least one person for whom data needed to be collected AFTER an initial refusal:  
  
If **coldata** > 0 and **refusal** = 2 and **cefustat** = 2 or 3 for at least one person and every person where **cefustat** = 2 or 3 is data defined and for at least one person where **cefustat** = 2 or 3, we did not collect ALL the reverse CATI data.
- 05 Insufficient partial interview - CEFU interview completed and at least one person is not data defined :  
  
If **coldata** > 0 and **insuff** = 2 and **cefustat** = 2 or 3 for at least one person and at least one person where **cefustat** = 2 or 3 is not data defined .
- 06 Insufficient partial interview (after refusal conversion) - CEFU interview completed and at least one person is not data defined after an initial refusal:

If **coldata** > 0 and **refusal** = 2 and **cefustat** = 2 or 3 for at least one person and at least one person where **cefustat** = 2 or 3 is not data defined.

- 07 Non-interview - Contact made but CEFU interview was not completed because refusal conversion was not successful  
Refusal conversion was not successful (**theend** = 0 and **refusal** = 2)
- 08 Non-interview - No contact after 10\* attempts (**calltrys** = 10\*)
- 09 Non-interview - Contact made, but CEFU interview was not completed after 10\* call backs (**inttrys** = 10\* and **coldata** = 0)
- 10 Non-interview - Unable to obtain a valid phone number

\* Or whatever number is determined as an upper bound.



## **INTERRUPTION**

Programming notes: The "current" roster should always show all roster persons on the incoming census file as defined in **DEFINE CURRENT ROSTER** programming notes.

Evaluation output requirements: Increment **cintrupt** by one every time this screen is accessed.

Listen to the respondent and determine what action might be required. Select the appropriate action below. If necessary, ask the respondent questions about the relationship of any names offered to the other household members

- ☐ Add a name to the current roster
- ☐ Delete a name from the current roster
- ☐ Identify names on the roster which represent the same person
- ☐ Edit the name of a person on the current roster
- ☐ Return to the interview without changes

*If add, go to **ADD***

*If delete, go to **DEL***

*If duplicate, go to **DUP***

*If edit name, go to **EDIT***

*If return to the interview, go to the screen where the interview had been interrupted*

## EDIT

Programming notes:      Keep the "current" roster of people as defined in **DEFINE CURRENT ROSTER** programming notes on the screen. The corrected names (**firstnam**, **midlinit**, **lastname**) should subsequently be displayed in place of the original values on the current roster.

Enter the line number of the roster name to be edited. Correct first, middle, and last names, as appropriate.

Line number          

First name:    **firstnam**                      Middle Initial: **midlinit**                      Last name:    **lastname**

Evaluation output requirement:      Increase **cedit2** and **cedit** by one ever time a line is edited and set **qedit = 2** for each person record where **rnum**= line number entered on this screen

*Go back to the screen that was interrupted*

---

## DUP

Programming notes: Keep the "current" roster of people as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Evaluation output requirement: If knowledge base is accessed from this screen, increment **cdup2kb** by one.

Ask the respondent which names represent the same person.

Enter the line number for each name (closer to the bottom of the roster) which represents the same person as another person listed on a smaller line number (closer to the top of the roster) and then click "accept". Click proceed when all duplicate line numbers have been entered..

A person who is recorded more than once is on line number \_\_\_\_ ☐ Accept  
No more duplicates are present ☐ Proceed

Evaluation output requirement: Increase **cdup** and **cdup2** by one for every line number entered  
Set **qdup**=2 and **cefustat** = 5 for each person record where **rnum**= line number entered on this screen

Programming note: Update the current roster by striking out (~~like this~~) the name on each line number entered as a duplicate.

*Go back to the screen that was interrupted*

---

## **DEL**

Evaluation output requirements:    Increase **cdell** by one.  
   If knowledge base is accessed from this screen, increment **cdellkb** by one.

Programming notes:                    Keep the "current" roster of people as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Enter the line number of the name to be deleted on the roster. If offered a new name that does not seem to be on the list, remind the respondent of the names that are on the list to be sure that they are referring to one of them.

Enter line number:    \_\_\_\_\_

Programming notes:                    Valid line numbers are any numbers that correspond to a name on the roster that has not already been deleted or identified as a duplicate.

   If the line number entered by the agent is invalid, notify the agent that the number entered was invalid. Prompt the agent for "Another valid line number" or to select "Name given was not on the roster or was already marked for deletion"

- ☐    Name given was not on the roster - return to the roster page and continue reading the roster where you left off.

Evaluation output requirement:    If valid line number was entered, increment **cdeldell** by one. A line number is valid if **cefustat** = 1, 2 or 3 for that person.

*If a valid line number was entered, go to **DEL VERIFY***

*If an invalid name was entered or the name given was not on the roster, go back to the screen that was interrupted*

---

## DEL VERIFY

### Programming notes:

Keep the "current" roster of people as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Insert the first, middle initial, and last name from the roster line entered on the **DEL** screen.

Evaluation output requirements: If knowledge base is accessed from this screen, increment **cdellkb** by one.

If needed, use the knowledge base of residence rules to help you determine if the names offered as deletes should be excluded from this household. Ask the respondent questions about the relationship of any names offered to the other household members as well as any other questions you need to apply the residence rules.

According to the residence rules, do you think this name should be deleted?

☐ Yes

☐ No

### Evaluation output requirement:

If yes:

Increment **cdellver** and **cdel** by one

Set **qdel** = 1 and **cefustat** = 4 for each person record where **rnum** = line number entered on this screen

Update the current roster by striking out (~~like this~~) the name on each line number entered as a duplicate.

If no:

Do not flag the chosen line number as a delete

*Go back to the screen that was interrupted*

---

## **ADD**

Evaluation Output Requirements: Increase **cadd1** by one.  
If knowledge base is accessed from this screen, increment **cadd1kb** by one.

Programming notes: Keep the "current" roster of people as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

"What was that person's full name?"

First name: **firstnam**      Middle Initial: **midlinit**      Last name: **lastname**

After recording the new first name, middle initial and last name, look at the list of people for this household. If offered a new name that may be the same as a name already on the list, confirm with the respondent that the two names represent different people.

Is this person already on the roster?

☐ Yes

☐ No

Evaluation Output Requirements: If no, increase **caddadd1** by one

*If yes, go back to the screen that was interrupted*

*If no, go to **ADD VERIFY***

---

## ADD VERIFY

Programming notes:      Keep the "current" roster of people on the screen as defined in **DEFINE CURRENT ROSTER** programming notes on the screen.

Insert the first, middle initial, and last name from the roster line entered on the **ADD** screen.

Evaluation output requirement:      If knowledge base is accessed from this screen, increment **cadd1kb** by one.

If the new name is not already on the roster, use the knowledge base of residence rules to help you determine if the names offered as adds should be included within this household. Ask the respondent questions about the relationship of any names offered to the other household members as well as any other questions you need to apply the residence rules.

According to the residence rules, do you think this name should be added?

☐ Yes

☐ No

Evaluation output requirement::

If yes:      Increment **cadd1ver** and **cadd** by one.  
Create a new record (record type 4) for this added person.  
Set **qadd** = 6 and **cefustat** = 3 for this newly created person record.  
Set **rnum** to the next available line number in the roster.  
Refresh the on-screen roster by adding **firstnam**, **midlinit**, and **lastname** onto the next available active person line.

If no:      Do not retain **firstnam**, **midlinit**, or **lastname**

*Go back to the screen that was interrupted*

---

## **Attachment B**

### **Coverage Edit Followup Evaluation Output Layouts**



Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 File Length : 887  
 File Created : 04-07-1999

Page : 1

| #   | Field     | Field description   | length | Positions |   |     |      |
|-----|-----------|---|--------|-----------|---|-----|------|
|     |           |   |        | Beg       | - | End |      |
| 1.  | RT        | RECORD TYPE=3, CASE RECORD  | 1      | 1         | - | 1   | INTE |
| 2.  | HUID      | FULL CENSUS ID<br>CHARACTER 15: 1=SF 6=LF 9=BC  | 22     | 2         | - | 23  | INTE |
| 3.  | RNPOP     | RESPONDENT REPORTED POP   | 2      | 24        | - | 25  | INTE |
| 4.  | CEFUPOP   | Pop count after CEFU completed  | 2      | 26        | - | 27  | INTE |
| 5.  | EDTFAIL1  | Edit failure reason 1   | 1      | 28        | - | 28  | INTE |
| 6.  | EDTFAIL2  | Edit failure reason 2   | 1      | 29        | - | 29  | INTE |
| 7.  | EDTFAIL3  | Edit failure reason 3   | 1      | 30        | - | 30  | INTE |
| 8.  | EDTFAIL4  | Edit failure reason 4   | 1      | 31        | - | 31  | INTE |
| 9.  | EDTFAIL5  | Edit failure reason 5   | 1      | 32        | - | 32  | INTE |
| 10. | CASESTAT  | CEFU CASE STATUS<br>1 = INPUT TO CEFU FU CATI<br>2 = CASE RETURNING W/ NEW DATA<br>3 = CASE RETURNING, NO CHANGE,<br>COMPLETE INTERVIEW<br>4 = CASE RETURNING, NO CHANGE,<br>INCOMPLETE | 1      | 33        | - | 33  | INTE |
|     | IDPPPOP   | PRE-AUDIT, PERSON PANEL COUNT   | 2      | 34        | - | 35  | INTE |
|     | VDPPPOP   | POST-AUDIT, PERSON PANEL COUNT  | 2      | 36        | - | 37  | INTE |
| 13. | CNTPOP    | PRE-AUDIT CONT ROSTER COUNT   | 2      | 38        | - | 39  | INTE |
| 14. | VCNTPOP   | POST-AUDIT CONT ROSTER COUNT  | 2      | 40        | - | 41  | INTE |
| 15. | ROSPOP    | PRE-AUDIT ROSTER NAME COUNT   | 2      | 42        | - | 43  | INTE |
| 16. | VROSPOP   | POST-AUDIT ROSTER NAME COUNT  | 2      | 44        | - | 45  | INTE |
| 17. | TOTPOP    | PRE-AUDIT TOTAL PERSON COUNT  | 2      | 46        | - | 47  | INTE |
| 18. | VTOTPOP   | POST-AUDIT TOTAL PERSON COUNT   | 2      | 48        | - | 49  | INTE |
| 19. | DCAREEDIT | DCAR RESULTS<br>P = PASSED DCAR EDIT<br>F = FAILED DCAR EDIT<br>R = RECYCLED TO KFI   | 1      | 50        | - | 50  | CHAR |
| 20. | BCALLRES  | BCF QUESTION 4, PERSON 1<br>0 = BLANK<br>1 = BCF FILLED FOR ALL IN HU<br>2 = HU NOT COMPLETED ON BCF  | 1      | 51        | - | 51  | INTE |
| 21. | PHONAREA  | PHONE NUMBER, AREA CODE   | 3      | 52        | - | 54  | CHAR |
| 22. | PHONEPRE  | PHONE NUMBER, PREFIX  | 3      | 55        | - | 57  | CHAR |
| 23. | PHONESFX  | PHONE NUMBER, SUFFIX  | 4      | 58        | - | 61  | CHAR |
| 24. | PHONEBAK  | CEFU CORRECTED PHONE NUMBER   | 10     | 62        | - | 71  | CHAR |
|     | DMAFADDR  | DMAF ADDRESS  | 39     | 72        | - | 110 | CHAR |
|     | DMAFUNIT  | DMAF UNIT DESCRIPTION   | 13     | 111       | - | 123 | CHAR |
| 27. | DMAFPLAC  | DMAF PLACE NAME   | 27     | 124       | - | 150 | CHAR |
| 28. | DMAFSTAT  | DMAF STATE  | 2      | 151       | - | 152 | CHAR |
| 29. | DMAFZIPC  | DMAF ZIPCODE  | 5      | 153       | - | 157 | INTE |
| 30. | R01STAT   | ROSTER PERSON 01 STATUS<br>AFTER EDIT   | 1      | 158       | - | 158 | CHAR |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 al Length : 887  
 Date Created : 04-07-1999

Page : 2

| #   | Field    | Field description  | length | Positions |     |          |
|-----|----------|--|--------|-----------|-----|----------|
|     |          |  |        | Beg       | End |          |
|     |          | B = BLANK 0 = INVALID<br>1 = VALID 2 = DUPLICATE<br>3 = CANCEL   |        |           |     |          |
| 31. | AR01STAT | ROSTER PERSON 01 STATUS<br>AFTER DCAR AUDIT<br>B=BLANK 0=INVALID<br>1=VALID 2=DUPLICATE                          | 1      | 159       | -   | 159 CHAR |
| 32. | R01LAST  | ROSTER PERSON 01 LAST NAME<br>LEFT JUSTIFY, BLANK FILL   | 15     | 160       | -   | 174 CHAR |
| 33. | R01FIRST | ROSTER PERSON 01 FIRST NAME<br>LEFT JUSTIFY, BLANK FILL  | 13     | 175       | -   | 187 CHAR |
| 34. | R01MI    | ROSTER PERSON 01, MIDDLE INIT  | 1      | 188       | -   | 188 CHAR |
| 35. | R02STAT  | -----<br>ROSTER PERSON 02 STATUS<br>AFTER EDIT<br>B = BLANK 0 = INVALID<br>1 = VALID 2 = DUPLICATE<br>3 = CANCEL | 1      | 189       | -   | 189 CHAR |
| 36. | AR02STAT | ROSTER PERSON 02 STATUS<br>AFTER DCAR AUDIT<br>B=BLANK 0=INVALID<br>1=VALID 2=DUPLICATE                          | 1      | 190       | -   | 190 CHAR |
| 37. | R02LAST  | ROSTER PERSON 02 LAST NAME<br>LEFT JUSTIFY, BLANK FILL   | 15     | 191       | -   | 205 CHAR |
| 38. | R02FIRST | ROSTER PERSON 02 FIRST NAME<br>LEFT JUSTIFY, BLANK FILL  | 13     | 206       | -   | 218 CHAR |
| 39. | R02MI    | ROSTER PERSON 02, MIDDLE INIT  | 1      | 219       | -   | 219 CHAR |
| 40. | R03STAT  | -----<br>ROSTER PERSON 03 STATUS<br>AFTER EDIT<br>B = BLANK 0 = INVALID<br>1 = VALID 2 = DUPLICATE<br>3 = CANCEL | 1      | 220       | -   | 220 CHAR |
| 41. | AR03STAT | ROSTER PERSON 03 STATUS<br>AFTER DCAR AUDIT<br>B=BLANK 0=INVALID<br>1=VALID 2=DUPLICATE                          | 1      | 221       | -   | 221 CHAR |
| 42. | R03LAST  | ROSTER PERSON 03 LAST NAME<br>LEFT JUSTIFY, BLANK FILL   | 15     | 222       | -   | 236 CHAR |
| 43. | R03FIRST | ROSTER PERSON 03 FIRST NAME  | 13     | 237       | -   | 249 CHAR |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 File Length : 887  
 File Created : 04-07-1999

Page : 3

| #   | Field    | Field description   | length | Positions |     |          |
|-----|----------|---|--------|-----------|-----|----------|
|     |          |   |        | Beg       | End |          |
|     |          | LEFT JUSTIFY, BLANK FILL  |        |           |     |          |
| 44. | R03MI    | ROSTER PERSON 03, MIDDLE INIT   | 1      | 250       | -   | 250 CHAR |
| 45. | R04STAT  | ROSTER PERSON 04 STATUS<br>AFTER EDIT<br>B = BLANK 0 = INVALID<br>1 = VALID 2 = DUPLICATE<br>3 = CANCEL | 1      | 251       | -   | 251 CHAR |
| 46. | AR04STAT | ROSTER PERSON 04 STATUS<br>AFTER DCAR AUDIT<br>B=BLANK 0=INVALID<br>1=VALID 2=DUPLICATE                 | 1      | 252       | -   | 252 CHAR |
| 47. | R04LAST  | ROSTER PERSON 04 LAST NAME<br>LEFT JUSTIFY, BLANK FILL  | 15     | 253       | -   | 267 CHAR |
| 48. | R04FIRST | ROSTER PERSON 04 FIRST NAME<br>LEFT JUSTIFY, BLANK FILL   | 13     | 268       | -   | 280 CHAR |
| 49. | R04MI    | ROSTER PERSON 04, MIDDLE INIT   | 1      | 281       | -   | 281 CHAR |
| 50. | R05STAT  | ROSTER PERSON 05 STATUS<br>AFTER EDIT<br>B = BLANK 0 = INVALID<br>1 = VALID 2 = DUPLICATE<br>3 = CANCEL | 1      | 282       | -   | 282 CHAR |
| 51. | AR05STAT | ROSTER PERSON 05 STATUS<br>AFTER DCAR AUDIT<br>B=BLANK 0=INVALID<br>1=VALID 2=DUPLICATE                 | 1      | 283       | -   | 283 CHAR |
| 52. | R05LAST  | ROSTER PERSON 05 LAST NAME<br>LEFT JUSTIFY, BLANK FILL  | 15     | 284       | -   | 298 CHAR |
| 53. | R05FIRST | ROSTER PERSON 05 FIRST NAME<br>LEFT JUSTIFY, BLANK FILL   | 13     | 299       | -   | 311 CHAR |
| 54. | R05MI    | ROSTER PERSON 05, MIDDLE INIT   | 1      | 312       | -   | 312 CHAR |
| 55. | R06STAT  | ROSTER PERSON 06 STATUS<br>AFTER EDIT<br>B = BLANK 0 = INVALID<br>1 = VALID 2 = DUPLICATE<br>3 = CANCEL | 1      | 313       | -   | 313 CHAR |
| 56. | AR06STAT | ROSTER PERSON 06 STATUS<br>AFTER DCAR AUDIT   | 1      | 314       | -   | 314 CHAR |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 al Length : 887  
 Date Created : 04-07-1999

Page : 4

| #   | Field    | Field description<br>B=BLANK 0=INVALID<br>1=VALID 2=DUPLICATE   | length | Positions |     |          |
|-----|----------|---|--------|-----------|-----|----------|
|     |          |   |        | Beg       | End |          |
| 57. | R06LAST  | ROSTER PERSON 06 LAST NAME<br>LEFT JUSTIFY, BLANK FILL  | 15     | 315       | -   | 329 CHAR |
| 58. | R06FIRST | ROSTER PERSON 06 FIRST NAME<br>LEFT JUSTIFY, BLANK FILL   | 13     | 330       | -   | 342 CHAR |
| 59. | R06MI    | ROSTER PERSON 06, MIDDLE INIT   | 1      | 343       | -   | 343 CHAR |
| 60. | R07STAT  | ROSTER PERSON 07 STATUS<br>AFTER EDIT<br>B = BLANK 0 = INVALID<br>1 = VALID 2 = DUPLICATE<br>3 = CANCEL | 1      | 344       | -   | 344 CHAR |
| 61. | AR07STAT | ROSTER PERSON 07 STATUS<br>AFTER DCAR AUDIT<br>B=BLANK 0=INVALID<br>1=VALID 2=DUPLICATE                 | 1      | 345       | -   | 345 CHAR |
| 62. | R07LAST  | ROSTER PERSON 07 LAST NAME<br>LEFT JUSTIFY, BLANK FILL  | 15     | 346       | -   | 360 CHAR |
| 63. | R07FIRST | ROSTER PERSON 07 FIRST NAME<br>LEFT JUSTIFY, BLANK FILL   | 13     | 361       | -   | 373 CHAR |
| 64. | R07MI    | ROSTER PERSON 07, MIDDLE INIT   | 1      | 374       | -   | 374 CHAR |
| 65. | R08STAT  | ROSTER PERSON 08 STATUS<br>AFTER EDIT<br>B = BLANK 0 = INVALID<br>1 = VALID 2 = DUPLICATE<br>3 = CANCEL | 1      | 375       | -   | 375 CHAR |
| 66. | AR08STAT | ROSTER PERSON 08 STATUS<br>AFTER DCAR AUDIT<br>B=BLANK 0=INVALID<br>1=VALID 2=DUPLICATE                 | 1      | 376       | -   | 376 CHAR |
| 67. | R08LAST  | ROSTER PERSON 08 LAST NAME<br>LEFT JUSTIFY, BLANK FILL  | 15     | 377       | -   | 391 CHAR |
|     |          | ROSTER PERSON 08 FIRST NAME<br>LEFT JUSTIFY, BLANK FILL   | 13     | 392       | -   | 404 CHAR |
|     |          | ROSTER PERSON 08, MIDDLE INIT   | 1      | 405       | -   | 405 CHAR |
|     |          | ROSTER PERSON 09 STATUS   | 1      | 406       | -   | 406 CHAR |

R08FIRST

69. R08MI

70. R09STAT

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 Total Length : 887  
 Date Created : 04-07-1999

Page : 5

| #   | Field    | Field description  | length | Positions |     |          |
|-----|----------|--|--------|-----------|-----|----------|
|     |          |  |        | Beg       | End |          |
|     |          | AFTER EDIT<br>B = BLANK 0 = INVALID<br>1 = VALID 2 = DUPLICATE<br>3 = CANCEL                                     |        |           |     |          |
| 71. | AR09STAT | ROSTER PERSON 09 STATUS<br>AFTER DCAR AUDIT<br>B=BLANK 0=INVALID<br>1=VALID 2=DUPLICATE                          | 1      | 407       | -   | 407 CHAR |
| 72. | R09LAST  | ROSTER PERSON 09 LAST NAME<br>LEFT JUSTIFY, BLANK FILL   | 15     | 408       | -   | 422 CHAR |
| 73. | R09FIRST | ROSTER PERSON 09 FIRST NAME<br>LEFT JUSTIFY, BLANK FILL  | 13     | 423       | -   | 435 CHAR |
| 74. | R09MI    | ROSTER PERSON 09, MIDDLE INIT  | 1      | 436       | -   | 436 CHAR |
| 75. | R10STAT  | -----<br>ROSTER PERSON 10 STATUS<br>AFTER EDIT<br>B = BLANK 0 = INVALID<br>1 = VALID 2 = DUPLICATE<br>3 = CANCEL | 1      | 437       | -   | 437 CHAR |
| 76. | AR10STAT | ROSTER PERSON 10 STATUS<br>AFTER DCAR AUDIT<br>B=BLANK 0=INVALID<br>1=VALID 2=DUPLICATE                          | 1      | 438       | -   | 438 CHAR |
| 77. | R10LAST  | ROSTER PERSON 10 LAST NAME<br>LEFT JUSTIFY, BLANK FILL   | 15     | 439       | -   | 453 CHAR |
| 78. | R10FIRST | ROSTER PERSON 10 FIRST NAME<br>LEFT JUSTIFY, BLANK FILL  | 13     | 454       | -   | 466 CHAR |
| 79. | R10MI    | ROSTER PERSON 10, MIDDLE INIT  | 1      | 467       | -   | 467 CHAR |
| 80. | R11STAT  | -----<br>ROSTER PERSON 11 STATUS<br>AFTER EDIT<br>B = BLANK 0 = INVALID<br>1 = VALID 2 = DUPLICATE<br>3 = CANCEL | 1      | 468       | -   | 468 CHAR |
|     | AR11STAT | ROSTER PERSON 11 STATUS<br>AFTER DCAR AUDIT<br>B=BLANK 0=INVALID<br>1=VALID 2=DUPLICATE                          | 1      | 469       | -   | 469 CHAR |
| 82. | R11LAST  | ROSTER PERSON 11 LAST NAME<br>LEFT JUSTIFY, BLANK FILL   | 15     | 470       | -   | 484 CHAR |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 al Length : 887  
 Date Created : 04-07-1999

Page : 6

| #   | Field    | Field description   | length | Positions |   |     |      |
|-----|----------|---|--------|-----------|---|-----|------|
|     |          |   |        | Beg       | - | End |      |
| 83. | R11FIRST | ROSTER PERSON 11 FIRST NAME<br>LEFT JUSTIFY, BLANK FILL   | 13     | 485       | - | 497 | CHAR |
| 84. | R11MI    | ROSTER PERSON 11, MIDDLE INIT   | 1      | 498       | - | 498 | CHAR |
| 85. | R12STAT  | ROSTER PERSON 12 STATUS<br>AFTER EDIT<br>B = BLANK 0 = INVALID<br>1 = VALID 2 = DUPLICATE<br>3 = CANCEL | 1      | 499       | - | 499 | CHAR |
| 86. | AR12STAT | ROSTER PERSON 12 STATUS<br>AFTER DCAR AUDIT<br>B=BLANK 0=INVALID<br>1=VALID 2=DUPLICATE                 | 1      | 500       | - | 500 | CHAR |
| 87. | R12LAST  | ROSTER PERSON 12 LAST NAME<br>LEFT JUSTIFY, BLANK FILL  | 15     | 501       | - | 515 | CHAR |
|     | R12FIRST | ROSTER PERSON 12 FIRST NAME<br>LEFT JUSTIFY, BLANK FILL   | 13     | 516       | - | 528 | CHAR |
| 89. | R12MI    | ROSTER PERSON 12, MIDDLE INIT   | 1      | 529       | - | 529 | CHAR |
| 90. | CASEID   | Unique ID # of call<br>We are assuming length 10  | 10     | 530       | - | 539 | INTE |
| 91. | FORMTYPE | Census form type<br>1 = Short form<br>6 = Long form<br>9 = Be counted form                              | 1      | 540       | - | 540 | INTE |
| 92. | TELLKUP  | Telephone # from Lookup<br>aka Telephone appending serv.  |        |           |   |     |      |
| 93. | TELVOL   | Corrected phone number<br>volunteered by the respondent   | 10     | 541       | - | 550 | CHAR |
| 94. | INTVWRID | Agent's identification #<br>We are assuming length 10   | 10     | 551       | - | 560 | CHAR |
| 95. | CENTERID | Call center's identification #<br>We are assuming length 10   | 10     | 561       | - | 570 | CHAR |
|     | CALLTRYS | Number of calls before initial<br>contact is made   | 2      | 571       | - | 572 | INTE |
| 97. | INTTRYS  | Number of attempts after the<br>initial contact is made   | 2      | 573       | - | 574 | INTE |
| 98. | LOOKUP   | Indicate the lookup status  | 1      | 575       | - | 575 | INTE |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 File Length : 887  
 File Created : 04-07-1999

Page : 7

| #    | Field  | Field description  | length | Positions |     |          |
|------|--------|--|--------|-----------|-----|----------|
|      |        |  |        | Beg       | End |          |
|      |        | 0 = Never went to lookup<br>1 = First to lookup because no census phone # available<br>2 = First to lookup because census phone was invalid<br>3 = To lookup after census # was found to be incorrect during a call  |        |           |     |          |
| 99.  | SOFAR  | -----<br>Total interview time (min)<br>A cumulative total - includes all callback time   | 3      | 576       | -   | 578 INTE |
| 100. | START  | Time stamp at point when call is picked up by an agent<br>Format is HHMM(military time)  | 4      | 579       | -   | 582 INTE |
| 101. | END    | Time stamp at point when call leaves TQA<br>Format is HHMM(military time)  | 4      | 583       | -   | 586 INTE |
|      | ZONE   | Time zone call is coming from<br>1=Pacific(daylight sav)<br>2=Mountain(daylight sav)<br>3=Central(daylight sav)<br>4=Eastern std. time(daylight s<br>5=Hawaii time(daylight sav)<br>6=Alaska time(daylight sav)<br>7=Puerto Rico(daylight sav)<br>8=Indiana standard<br>9=Arizona standard<br>11=Pacific standard<br>12=Mountain standard<br>13=Central standard<br>14=Eastern standard<br>15=Hawaii standard<br>16=Alaska standard<br>17=Puerto Rico standard | 1      | 587       | -   | 587 INTE |
| 103. | DATE   | Date call received<br>Format is MMDD   | 4      | 588       | -   | 591 INTE |
| 104. | DAY    | Day call received<br>1=monday<br>2=tuesday<br>3=wednesday<br>4=thursday<br>5=friday<br>6=saturday<br>7=sunday  | 1      | 592       | -   | 592 INTE |
| 105. | INLANG | Initial language of call<br>0 = English (US)   | 1      | 593       | -   | 593 INTE |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 al Length : 887  
 e Created : 04-07-1999

Page : 8

| #    | Field   | Field description   | length | Positions |     |          |
|------|---------|---|--------|-----------|-----|----------|
|      |         |   |        | Beg       | End |          |
|      |         | 1 = Spanish (US)<br>2 = Chinese<br>3 = Korean<br>4 = Tagalog<br>5 = Vietnamese<br>6 = English (PR)<br>7 = Spanish (PR)<br>8 = transcribed<br>9 = translated |        |           |     |          |
| 106. | LANG    | Language of call<br>1 = English<br>2 = Spanish<br>3 = Chinese<br>4 = Vietnamese<br>5 = Tagalog<br>6 = Korean<br>7 = Not English or Spanish                  | 1      | 594       | -   | 594 INTE |
| 107. | INTRO1A | -----<br>Counter for INTRO1 - Yes<br>If yes, increment by 1<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 595       | -   | 596 INTE |
| 108. | INTRO1B | Counter for INTRO1 - No<br>If no, increment by 1<br>0 = initial value<br>1 - 99 = possible count values   | 2      | 597       | -   | 598 INTE |
| 109. | INTRO1C | Counter for INTRO1 - Ans Mach<br>If ans mach, increment by 1<br>0 = initial value<br>1 - 99 = possible count values   | 2      | 599       | -   | 600 INTE |
| 110. | INTRO1D | Counter for INTRO1 - New phone<br>If new phone, increment by 1<br>0 = initial value<br>1 - 99 = possible count values                                       | 2      | 601       | -   | 602 INTE |
| 111. | INTRO1E | Counter for INTRO1 - Spanish<br>If spanish, increment by 1<br>0 = initial value<br>1 - 99 = possible count values   | 2      | 603       | -   | 604 INTE |
| 112. | INTRO1F | Counter for INTRO1 - Other lan<br>If other lang, increment by 1<br>0 = initial value<br>1 - 99 = possible count values                                      | 2      | 605       | -   | 606 INTE |
| 113. | REFUSAL | REFUSAL flag<br>0 = No refusal has occurred<br>1 = Refusal - Conversion not attempted   | 1      | 607       | -   | 607 INTE |



Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 al Length : 887  
 Date Created : 04-07-1999

Page : 9

| #    | Field    | Field description   | length | Positions |     |          |
|------|----------|---|--------|-----------|-----|----------|
|      |          |   |        | Beg       | End |          |
|      |          | 2 = Refusal - Conversion attempted  |        |           |     |          |
| 114. | INSUFF   | Flag for insufficient partial interview<br>0 = Not designated insufficient<br>1 = CEFU interview completed but at least one person is not data defined<br>2 = Insuff conversion attempted | 1      | 608       | -   | 608 INTE |
| 115. | CINTR1KB | Counter - KB access from INTRO Increment by 1 for each access<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 609       | -   | 610 INTE |
| 116. | INTRO2A  | Counter for INTRO2 - Yes<br>If yes, increment by 1<br>0 = initial value<br>1 - 99 = possible count values   | 2      | 611       | -   | 612 INTE |
|      | INTRO2B  | Counter for INTRO2 - No<br>If no, increment by 1<br>0 = initial value<br>1 - 99 = possible count values   | 2      | 613       | -   | 614 INTE |
| 118. | CINTR2KB | Counter - KB access from INTRO Increment by 1 for each access<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 615       | -   | 616 INTE |
| 119. | INTRO3A  | Counter for INTRO3 - Yes<br>If yes, increment by 1<br>0 = initial value<br>1 - 99 = possible count values   | 2      | 617       | -   | 618 INTE |
| 120. | INTRO3B  | Counter for INTRO3 - No<br>If no, increment by 1<br>0 = initial value<br>1 - 99 = possible count values   | 2      | 619       | -   | 620 INTE |
| 121. | CINTR3KB | Counter - KB access from INTRO Increment by 1 for each access<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 621       | -   | 622 INTE |
|      | CCBACK   | Counter for CALLBACK access<br>Increment by 1 for each access<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 623       | -   | 624 INTE |
| 123. | CBPHONE  | Callback phone number given by respondent   | 10     | 625       | -   | 634 CHAR |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 al Length : 887  
 File Created : 04-07-1999

Page : 10

| #    | Field    | Field description   | length | Positions |     |          |
|------|----------|---|--------|-----------|-----|----------|
|      |          |   |        | Beg       | End |          |
| 124. | CBTIME   | Time the respondent requested a callback<br>Format is HHMM(military time)                                     | 4      | 635       | -   | 638 CHAR |
| 125. | CBDATE   | Date call received<br>Format is MMDD  | 4      | 639       | -   | 642 INTE |
| 126. | CALLBKA  | CALLBACK counter - scheduled<br>If yes, increment by 1<br>0 = initial value<br>1 - 99 = possible count values | 2      | 643       | -   | 644 CHAR |
| 127. | CALLBKB  | CALLBACK counter- unscheduled<br>If no, increment by 1<br>0 = initial value<br>1 - 99 = possible count values | 2      | 645       | -   | 646 CHAR |
| 128. | REINTRO1 | Counter for REINTRO - YES<br>If yes, increment by 1<br>0 = initial value<br>1 - 99 = possible count values    | 2      | 647       | -   | 648 INTE |
| 129. | REINTRO2 | Counter for REINTRO - No<br>If no, increment by 1<br>0 = initial value<br>1 - 99 = possible count values      | 2      | 649       | -   | 650 INTE |
| 130. | INTRO    | Indicates SF/LF and LHH or not<br>1 = SF case<br>2 = LF case<br>3 = SF LHH case<br>4 = LF LHH case            | 1      | 651       | -   | 651 CHAR |
| 131. | CEDIT    | Total number of names edited<br>0 = initial value<br>1 - 99 = possible count values                           | 2      | 652       | -   | 653 INTE |
| 132. | CDUP     | Total # of duplicate names<br>0 = initial value<br>1 - 99 = possible count values                             | 2      | 654       | -   | 655 INTE |
| 133. | CADD     | Total # of names added<br>0 = initial value<br>1 - 99 = possible count values                                 | 2      | 656       | -   | 657 INTE |
| .    | CDEL     | Total # of names deleted<br>0 = initial value<br>1 - 99 = possible count values                               | 2      | 658       | -   | 659 INTE |
| 135. | CROSTKB  | Counter - ROSTER screen<br># of times screen was accessed<br>0 = initial value                                | 2      | 660       | -   | 661 INTE |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 File Length : 887  
 File Created : 04-07-1999

Page : 11

| #    | Field  | Field description   | length | Positions |     |          |
|------|--------|---|--------|-----------|-----|----------|
|      |        |   |        | Beg       | End |          |
|      |        | 1 - 99 = possible count values  |        |           |     |          |
| 136. | CKB    | Counter - Know. Base usage<br># of times screen was accessed<br>0 = initial value<br>1 - 99 = possible count values | 2      | 662       | -   | 663 CHAR |
| 137. | CQ1    | Number of Q1 adds attempted<br>0 = initial value<br>1 - 99 = possible count values                                  | 2      | 664       | -   | 665 INTE |
| 138. | CQ1ADD | Number of Q1 names entered<br>and not already on the roster<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 666       | -   | 667 INTE |
| 139. | CQ1VER | Number of names added in Q1<br>0 = initial value<br>1 - 99 = possible count values                                  | 2      | 668       | -   | 669 INTE |
|      | CQ1KB  | Counter - KB use during Q1<br>0 = initial value<br>1 - 99 = possible count values                                   | 2      | 670       | -   | 671 INTE |
| 141. | CQ2    | Number of Q2 adds attempted<br>0 = initial value<br>1 - 99 = possible count values                                  | 2      | 672       | -   | 673 INTE |
| 142. | CQ2ADD | Number of Q2 names entered<br>and not already on the roster<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 674       | -   | 675 INTE |
| 143. | CQ2VER | Number of names added in Q2<br>0 = initial value<br>1 - 99 = possible count values                                  | 2      | 676       | -   | 677 INTE |
| 144. | CQ2KB  | Counter - KB use during Q2<br>0 = initial value<br>1 - 99 = possible count values                                   | 2      | 678       | -   | 679 INTE |
| 145. | CQ3    | Number of Q3 adds attempted<br>0 = initial value<br>1 - 99 = possible count values                                  | 2      | 680       | -   | 681 INTE |
|      | CQ3ADD | Number of Q3 names entered<br>and not already on the roster<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 682       | -   | 683 INTE |
| 147. | CQ3VER | Number of names added in Q3<br>0 = initial value<br>1 - 99 = possible count values                                  | 2      | 684       | -   | 685 INTE |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU\_evaluation output data - RT=3  
 al Length : 887  
 Date Created : 04-07-1999

Page : 12

| #    | Field   | Field description  | length | Positions |     |          |
|------|---------|--|--------|-----------|-----|----------|
|      |         |  |        | Beg       | End |          |
| 148. | CQ3KB   | Counter - KB use during Q3<br>0 = initial value<br>1 - 99 = possible count values<br>-----                                   | 2      | 686       | -   | 687 INTE |
| 149. | CQ4     | Number of Q4 adds attempted<br>0 = initial value<br>1 - 99 = possible count values<br>-----                                  | 2      | 688       | -   | 689 INTE |
| 150. | CQ4ADD  | Number of Q4 names entered<br>and not already on the roster<br>0 = initial value<br>1 - 99 = possible count values<br>-----  | 2      | 690       | -   | 691 INTE |
| 151. | CQ4VER  | Number of names added in Q4<br>0 = initial value<br>1 - 99 = possible count values<br>-----                                  | 2      | 692       | -   | 693 INTE |
| 152. | CQ4KB   | Counter - KB use during Q4<br>0 = initial value<br>1 - 99 = possible count values<br>-----                                   | 2      | 694       | -   | 695 INTE |
| 153. | CQ5     | Number of Q5 adds attempted<br>0 = initial value<br>1 - 99 = possible count values<br>-----                                  | 2      | 696       | -   | 697 INTE |
| 154. | CQ5ADD  | Number of Q5 names entered<br>and not already on the roster<br>0 = initial value<br>1 - 99 = possible count values<br>-----  | 2      | 698       | -   | 699 INTE |
| 155. | CQ5VER  | Number of names added in Q5<br>0 = initial value<br>1 - 99 = possible count values<br>-----                                  | 2      | 700       | -   | 701 INTE |
| 156. | CQ5KB   | Counter - KB use during Q5<br>0 = initial value<br>1 - 99 = possible count values<br>-----                                   | 2      | 702       | -   | 703 INTE |
| 157. | CDINTKB | Counter - DEL INTRO screen<br># of times screen was accessed<br>0 = initial value<br>1 - 99 = possible count values<br>----- | 2      | 704       | -   | 705 CHAR |
| 158. | CQ6     | Number of Q6 deletes attempted<br>0 = initial value<br>1 - 99 = possible count values<br>-----                               | 2      | 706       | -   | 707 INTE |
| 159. | CQ6DEL  | Number of valid Q6 names<br>entered for deletion<br>0 = initial value<br>1 - 99 = possible count values<br>-----             | 2      | 708       | -   | 709 INTE |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 Total Length : 887  
 Date Created : 04-07-1999

Page : 13

| #    | Field  | Field description   | length | Positions |     |      |
|------|--------|---|--------|-----------|-----|------|
|      |        |   |        | Beg       | End |      |
| 160. | CQ6VER | Number of names deleted in Q6<br>0 = initial value<br>1 - 99 = possible count values                    | 2      | 710       | 711 | INTE |
| 161. | CQ6KB  | Counter - KB use during Q6<br>0 = initial value<br>1 - 99 = possible count values                       | 2      | 712       | 713 | INTE |
| 162. | CQ7    | Number of Q7 deletes attempted<br>0 = initial value<br>1 - 99 = possible count values                   | 2      | 714       | 715 | INTE |
| 163. | CQ7DEL | Number of valid Q7 names<br>entered for deletion<br>0 = initial value<br>1 - 99 = possible count values | 2      | 716       | 717 | INTE |
| 164. | CQ7VER | Number of names deleted in Q7<br>0 = initial value<br>1 - 99 = possible count values                    | 2      | 718       | 719 | INTE |
|      | CQ7KB  | Counter - KB use during Q7<br>0 = initial value<br>1 - 99 = possible count values                       | 2      | 720       | 721 | INTE |
| 166. | CQ8    | Number of Q8 deletes attempted<br>0 = initial value<br>1 - 99 = possible count values                   | 2      | 722       | 723 | INTE |
| 167. | CQ8DEL | Number of valid Q8 names<br>entered for deletion<br>0 = initial value<br>1 - 99 = possible count values | 2      | 724       | 725 | INTE |
| 168. | CQ8VER | Number of names deleted in Q8<br>0 = initial value<br>1 - 99 = possible count values                    | 2      | 726       | 727 | INTE |
| 169. | CQ8KB  | Counter - KB use during Q8<br>0 = initial value<br>1 - 99 = possible count values                       | 2      | 728       | 729 | INTE |
| 170. | CQ9    | Number of Q9 deletes attempted<br>0 = initial value<br>1 - 99 = possible count values                   | 2      | 730       | 731 | INTE |
|      | CQ9DEL | Number of valid Q9 names<br>entered for deletion<br>0 = initial value<br>1 - 99 = possible count values | 2      | 732       | 733 | INTE |
| 172. | CQ9VER | Number of names deleted in Q9<br>0 = initial value  | 2      | 734       | 735 | INTE |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 Total Length : 887  
 Date Created : 04-07-1999

Page : 14

| #    | Field    | Field description  | length | Positions |     |          |
|------|----------|--|--------|-----------|-----|----------|
|      |          |  |        | Beg       | End |          |
|      |          | 1 - 99 = possible count values   |        |           |     |          |
| 173. | CQ9KB    | Counter - KB use during Q9<br>0 = initial value<br>1 - 99 = possible count values                                      | 2      | 736       | -   | 737 INTE |
| 174. | CINTRUPT | Counter - INTERRUPTION screen<br># of times screen was accessed<br>0 = initial value<br>1 - 99 = possible count values | 2      | 738       | -   | 739 INTE |
| 175. | CDUP1    | # of duplicate names - FIRST D<br>0 = initial value<br>1 - 99 = possible count values                                  | 2      | 740       | -   | 741 INTE |
| 176. | CDUP1KB  | Counter - KB during FIRST DUP<br>0 = initial value<br>1 - 99 = possible count values                                   | 2      | 742       | -   | 743 INTE |
| 177. | CDUP2    | # of duplicate names - DUP<br>0 = initial value<br>1 - 99 = possible count values                                      | 2      | 744       | -   | 745 INTE |
| 178. | CDUP2KB  | Counter - KB use during Q9<br>0 = initial value<br>1 - 99 = possible count values                                      | 2      | 746       | -   | 747 INTE |
| 179. | CDUP3    | # of duplicate names - LAST CH<br>0 = initial value<br>1 - 99 = possible count values                                  | 2      | 748       | -   | 749 INTE |
| 180. | CDUP3KB  | Counter - KB use during Q9<br>0 = initial value<br>1 - 99 = possible count values                                      | 2      | 750       | -   | 751 INTE |
| 181. | CADD1    | Number of ADD adds attempted<br>0 = initial value<br>1 - 99 = possible count values                                    | 2      | 752       | -   | 753 INTE |
| 182. | CADDADD1 | Number of ADD names entered<br>and not already on the roster<br>0 = initial value<br>1 - 99 = possible count values    | 2      | 754       | -   | 755 INTE |
| 183. | CADD1VER | Number of names added in ADD<br>0 = initial value<br>1 - 99 = possible count values                                    | 2      | 756       | -   | 757 INTE |
| 184. | CADD1KB  | Counter - KB use during ADD<br>0 = initial value<br>1 - 99 = possible count values                                     | 2      | 758       | -   | 759 INTE |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU\_evaluation output data - RT=3  
 al Length : 887  
 e Created : 04-07-1999

Page : 15

| #    | Field    | Field description  | length | Positions |     |          |
|------|----------|--|--------|-----------|-----|----------|
|      |          |  |        | Beg       | End |          |
| 185. | CDEL1    | Number of DEL deletes attempte<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 760       | -   | 761 INTE |
| 186. | CDELDEL1 | Number of DEL names entered<br>and not already on the roster<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 762       | -   | 763 INTE |
| 187. | CDEL1VER | Number of names added in DEL<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 764       | -   | 765 INTE |
| 188. | CDEL1KB  | Counter - KB use during DEL<br>0 = initial value<br>1 - 99 = possible count values   | 2      | 766       | -   | 767 INTE |
| 189. | CEDIT1   | # of name changes from FIX ROS<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 768       | -   | 769 INTE |
|      | CEDIT2   | # of name changes from EDIT2<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 770       | -   | 771 INTE |
| 191. | COLDATA  | Counter - COLLECT DATA screen<br># of times screen was accessed<br>0 = initial value<br>1 - 99 = possible count values   | 2      | 772       | -   | 773 INTE |
| 192. | THEEND   | Counter - THE END screen<br># of times screen was accessed<br>0 = initial value<br>1 - 99 = possible count values  | 2      | 774       | -   | 775 INTE |
| 193. | CODECASE | Final case status<br>00 = Still active<br>01 = True complete interview<br>02 = Refusal Conversion<br>complete interview<br>03 = True suf partial intervie<br>04 = Refusal Conversion<br>sufficent partial interview<br>05 = Insuff partial interview<br>(True)<br>06 = Insuff partial interview<br>(Insuff conversion)<br>07 = Non-interview- Refusal<br>08 = Non-interview- No contact<br>after 10 trys<br>09 = Non-interview- Contact<br>made, but CEFU not<br>complete after 10 callbks | 2      | 776       | -   | 777 INTE |

Layout Name : CEFU\_RT3\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=3  
 al Length : 887  
 e Created : 04-07-1999

Page : 16

| #    | Field    | Field description  | length | Positions |     |          |
|------|----------|--|--------|-----------|-----|----------|
|      |          |  |        | Beg       | End |          |
|      |          | 10 = Non-interview- no valid<br>phone number obtained                |        |           |     |          |
| 194. | JNKCNT1  | Extra counter<br>0 = initial value<br>1 - 99 = possible count values | 2      | 778       | -   | 779 INTE |
| 195. | JNKVALU1 | Extra stored value   | 20     | 780       | -   | 799 CHAR |
| 196. | JNKCNT2  | Extra counter<br>0 = initial value<br>1 - 99 = possible count values | 2      | 800       | -   | 801 INTE |
| 197. | JNKVALU2 | Extra stored value   | 20     | 802       | -   | 821 CHAR |
| 198. | JNKCNT3  | Extra counter<br>0 = initial value<br>1 - 99 = possible count values | 2      | 822       | -   | 823 INTE |
| 199. | JNKVALU3 | Extra stored value   | 20     | 824       | -   | 843 CHAR |
| 200. | JNKCNT4  | Extra counter<br>0 = initial value<br>1 - 99 = possible count values | 2      | 844       | -   | 845 INTE |
| 201. | JNKVALU4 | Extra stored value   | 20     | 846       | -   | 865 CHAR |
| 202. | JNKCNT5  | Extra counter<br>0 = initial value<br>1 - 99 = possible count values | 2      | 866       | -   | 867 INTE |
| 203. | JNKVALU5 | Extra stored value   | 20     | 868       | -   | 887 CHAR |



Layout Name : CEFU\_RT4\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=4  
 al Length : 107  
 e Created : 04-07-1999

Page : 1

| #   | Field    | Field description  | length | Positions |   |         |
|-----|----------|--|--------|-----------|---|---------|
|     |          |  |        | Beg       | - | End     |
| 1.  | RT       | RECORD TYPE=4, PERSON RECORD   | 1      | 1         | - | 1 INTE  |
| 2.  | HUID     | FULL CENSUS ID<br>CHARACTER 15: 1=SF 6=LF 9=BC   | 22     | 2         | - | 23 INTE |
| 3.  | PNUM     | PERSON BOX (01 THRU 06) FROM<br>ORIGINAL MAIL RETURN. PERSON<br>BOXES ARE DEFINED AS ALL<br>QUESTIONS AND/OR PAGES FOR<br>ONE PERSON.  | 2      | 24        | - | 25 INTE |
| 4.  | PSTATUS  | PERSON STATUS AFTER EDIT<br>B=BLANK 0=INVALID 1=VALID<br>2=DUPLICATE 3=CANCEL  | 1      | 26        | - | 26 CHAR |
| 5.  | APSTATUS | PERSON STATUS AFTER AUDIT<br>B=BLANK 0=INVALID 1=VALID<br>2=DUPLICATE 3=CANCEL   | 1      | 27        | - | 27 CHAR |
| 6.  | LASTNAME | LASTNAME<br>LEFT JUSTIFY, BLANK FILL   | 15     | 28        | - | 42 CHAR |
| .   | FIRSTNAM | FIRST NAME<br>LEFT JUSTIFY, BLANK FILL   | 13     | 43        | - | 55 CHAR |
| 8.  | MIDLINIT | MIDDLE INITIAL   | 1      | 56        | - | 56 CHAR |
| 9.  | RELATNCB | RELATIONSHIP CHECK BOX<br>00=BLANK OR PERSON 1<br>01=HUSBAND/WIFE<br>02=NATURAL-BORN SON/DAUGHTER<br>03=ADOPTED SON/DAUGHTER<br>04=STEPSON/STEPDAUGHTER<br>05=BROTHER/SISTER<br>06=FATHER/MOTHER<br>07=GRANDCHILD<br>08=PARENT-IN-LAW<br>09=SON-IN-LAW/DAUGHTER-IN-LAW<br>10=OTHER RELATIVE<br>11=ROOMER, BOARDER<br>12=HOUSEMATE, ROOMMATE<br>13=UNMARRIED PARTNER<br>14=FOSTER CHILD<br>15=OTHER NONRELATIVE | 2      | 57        | - | 58 INTE |
| 10. | SEXCXXXX | SEX 0=BLANK 1=MALE 2=FEMALE  | 1      | 59        | - | 59 INT  |
| .   | AGE42000 | AGE BLANK OR RIGHT JUSTIFY   | 3      | 60        | - | 62 INT  |
| .   | DOBMONTH | BIRTH MONTH BLANK OR RT JUST   | 2      | 63        | - | 64 INT  |
| 13. | DOBDAYXX | BIRTH DAY BLANK OR RT JUSTIFY  | 2      | 65        | - | 66 INT  |
| 14. | DOBYEARX | BIRTH YEAR BLANK OR RT JUSTIFY   | 4      | 67        | - | 70 INT  |
| 15. | HISPCB01 | 0=BLANK 1=NO, NOT SP/HIS/LAT   | 1      | 71        | - | 71 INT  |
| 16. | HISPCB02 | 0=BLANK 1=YES, MEXICAN   | 1      | 72        | - | 72 INT  |
| 17. | HISPCB03 | 0=BLANK 1=YES, PUERTO RICAN  | 1      | 73        | - | 73 INT  |

Layout Name : CEFU\_RT4\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=4  
 al Length : 107  
 e Created : 04-07-1999

Page : 2

| #     | Field    | Field description  | length | Positions |   |          |
|-------|----------|--|--------|-----------|---|----------|
|       |          |  |        | Beg       | - | End      |
| 18.   | HISPCB04 | 0=BLANK 1=YES, CUBAN   | 1      | 74        | - | 74 INTE  |
| 19.   | HISPCB05 | 0=BLANK 1=YES, OTHER SP/HIS/L  | 1      | 75        | - | 75 INTE  |
| 20.   | RACECB01 | 0=BLANK 1=WHITE  | 1      | 76        | - | 76 INTE  |
| 21.   | RACECB02 | 0=BLANK 1=BLACK, ETC.  | 1      | 77        | - | 77 INTE  |
| 22.   | RACECB03 | 0=BLANK 1=INDIAN/AK NATIVE   | 1      | 78        | - | 78 INTE  |
| 23.   | RACECB04 | 0=BLANK 1=ASIAN INDIAN   | 1      | 79        | - | 79 INTE  |
| 24.   | RACECB05 | 0=BLANK 1=CHINESE  | 1      | 80        | - | 80 INTE  |
| 25.   | RACECB06 | 0=BLANK 1=FILIPINO   | 1      | 81        | - | 81 INTE  |
| 26.   | RACECB07 | 0=BLANK 1=JAPANESE   | 1      | 82        | - | 82 INTE  |
| 27.   | RACECB08 | 0=BLANK 1=KOREAN   | 1      | 83        | - | 83 INTE  |
| 28.   | RACECB09 | 0=BLANK 1=VIETNAMESE   | 1      | 84        | - | 84 INTE  |
| 29.   | RACECB10 | 0=BLANK 1=OTHER ASIAN  | 1      | 85        | - | 85 INTE  |
| 30.   | RACECB11 | 0=BLANK 1=NATIVE HAWIIAN   | 1      | 86        | - | 86 INTE  |
| 31.   | RACECB12 | 0=BLANK 1=GUAMANIAN OR CHAM.   | 1      | 87        | - | 87 INTE  |
| 32.   | RACECB13 | 0=BLANK 1=SAMOAN   | 1      | 88        | - | 88 INTE  |
| 33.   | RACECB14 | 0=BLANK 1=OTHER PAC. ISLANDER  | 1      | 89        | - | 89 INTE  |
| 34.   | RACECB15 | 0=BLANK 1=SOME OTHER RACE  | 1      | 90        | - | 90 INTE  |
| ----- |          |  |        |           |   |          |
| 35.   | CASEID   | Unique ID # of call  | 10     | 91        | - | 100 INTE |
| .     | RNUM     | Line # from CEFU roster  | 2      | 101       | - | 102 INTE |
| 37.   | QADD     | ADD question<br>The question which added this person<br>0 = Not an added person<br>1 = Q1<br>2 = Q2<br>3 = Q3<br>4 = Q4<br>5 = Q5<br>6 = ADD screen                        | 1      | 103       | - | 103 INTE |
| 38.   | QDEL     | DELETE question<br>The question which deleted this person<br>0 = Not deleted<br>1 = DEL screen<br>6 = Q6<br>7 = Q7<br>8 = Q8<br>9 = Q9                                     | 1      | 104       | - | 104 INTE |
| 39.   | QDUP     | DUP question<br>The question which identified this person as a duplicate<br>0 = Not the same as another<br>1 = FIRST DUP screen<br>2 = DUP screen<br>3 = LAST CHECK screen | 1      | 105       | - | 105 INTE |
| 40.   | QEDIT    | EDIT question  | 1      | 106       | - | 106 INTE |

Layout Name : CEFU\_RT4\_XXXX.DAT  
 Description : CEFU evaluation output data - RT=4  
 al Length : 107  
 e Created : 04-07-1999

Page : 3

| #   | Field    | Field description  | length | Positions |          |
|-----|----------|--|--------|-----------|----------|
|     |          |  |        | Beg       | End      |
|     |          | The question used to edit<br>this person's name<br>0 = Name not edited<br>1 = FIX ROSTER screen<br>2 = EDIT screen   |        |           |          |
| 41. | CEFUSTAT | Post-CEFU person status<br>1 = DDP from Census input file<br>2 = Continuation Roster<br>3 = Added during CEFU<br>4 = Deleted during CEFU<br>5 = Identified as a duplicate<br>during CEFU | 1      | 107       | 107 INTE |

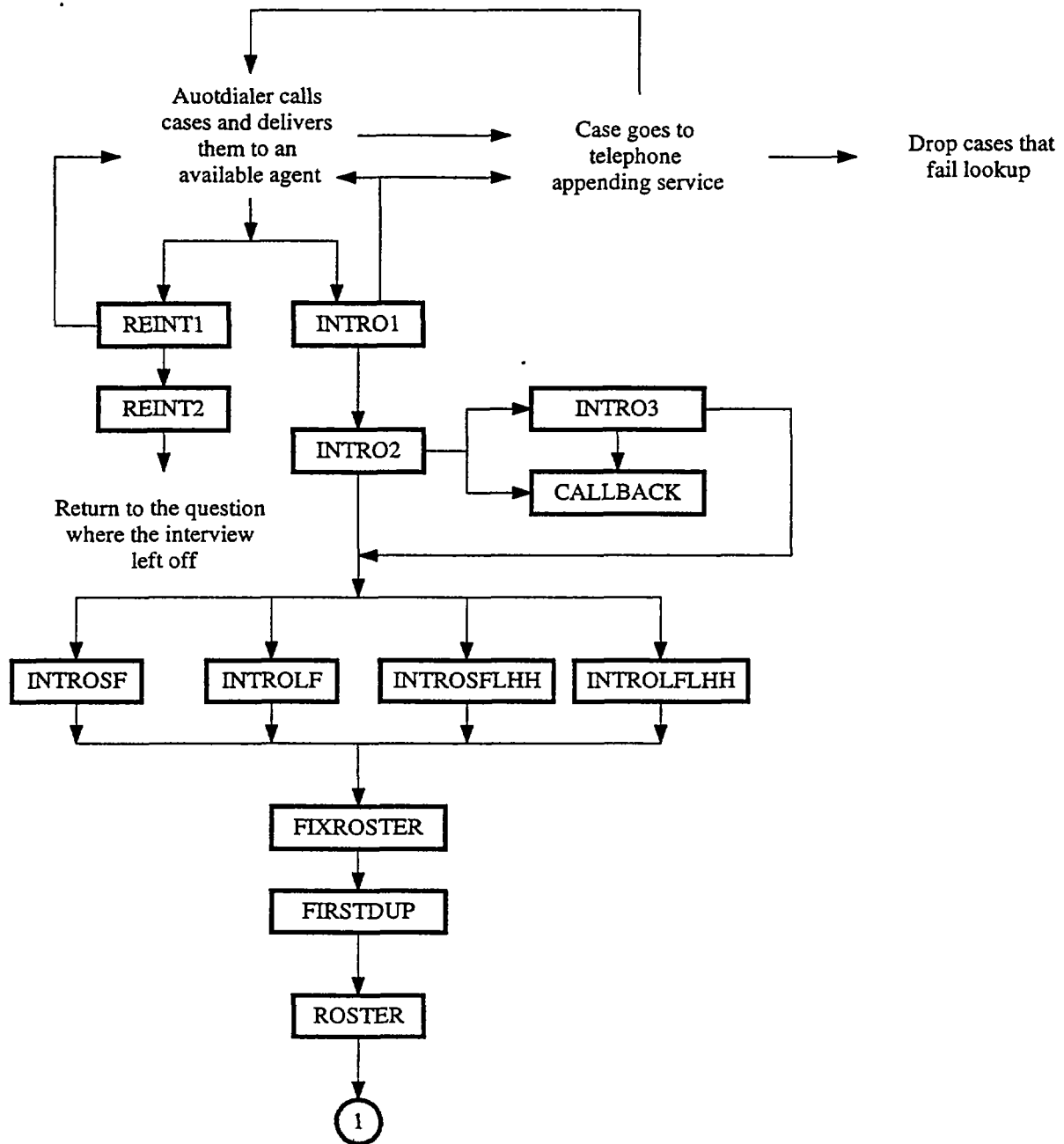
## **Attachment C**

### **Coverage Edit Followup Flowchart**

# Coverage Edits (Outbound TQA) Flowchart of Screens

4/7/99

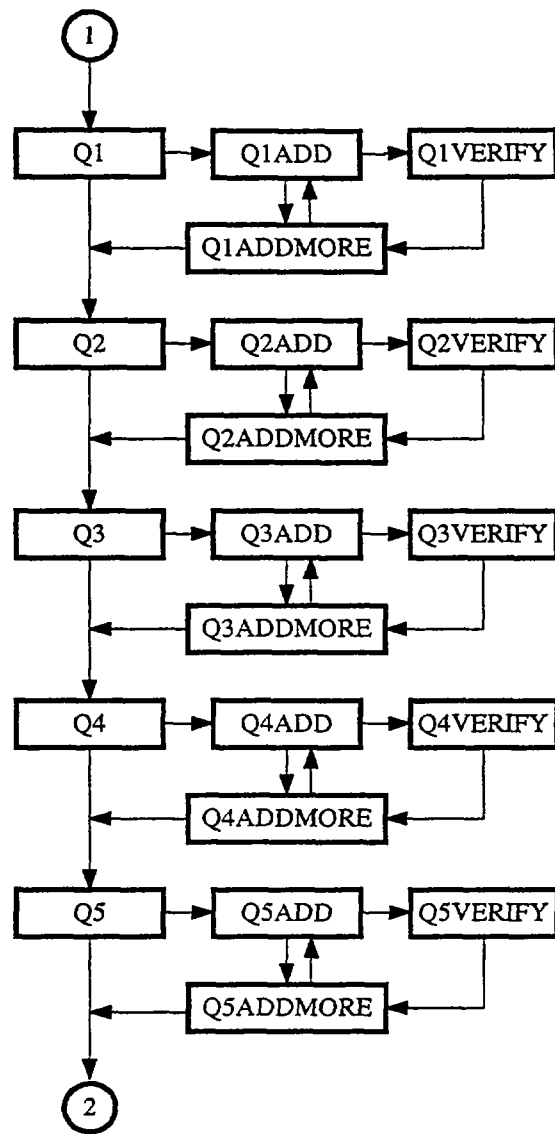
Page 1 of 4



# Coverage Edits (Outbound TQA) Flowchart of Screens

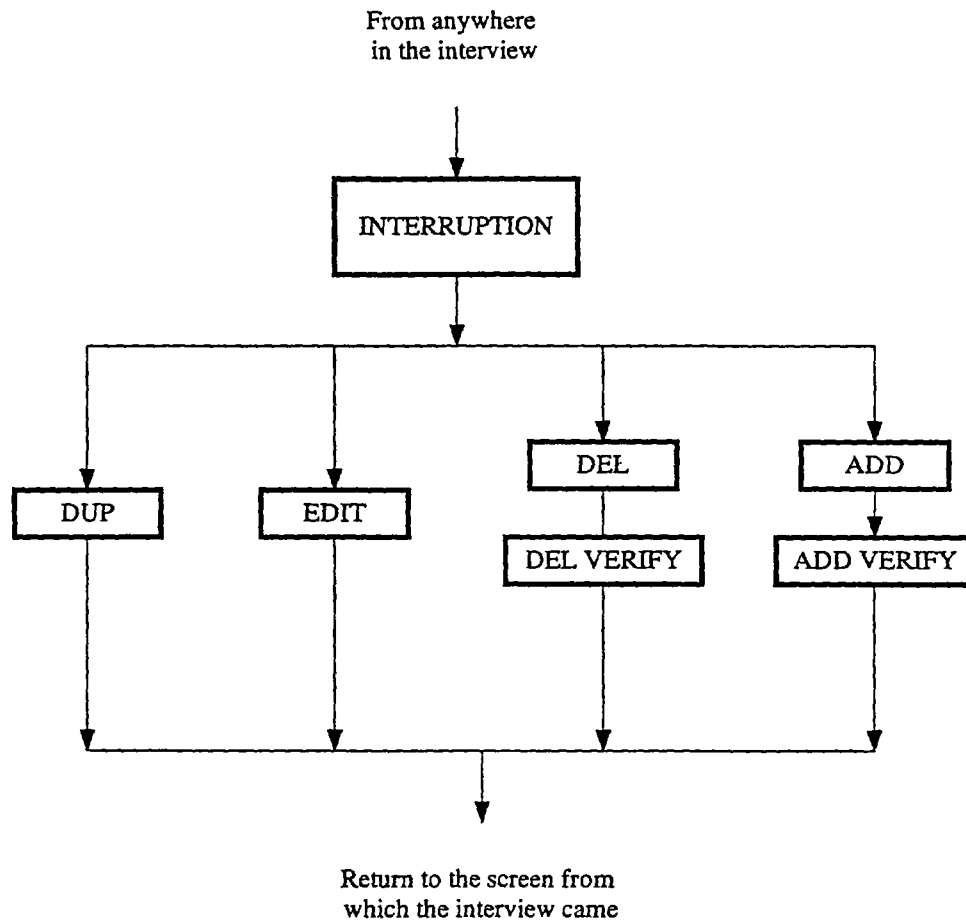
4/7/99

Page 2 of 4



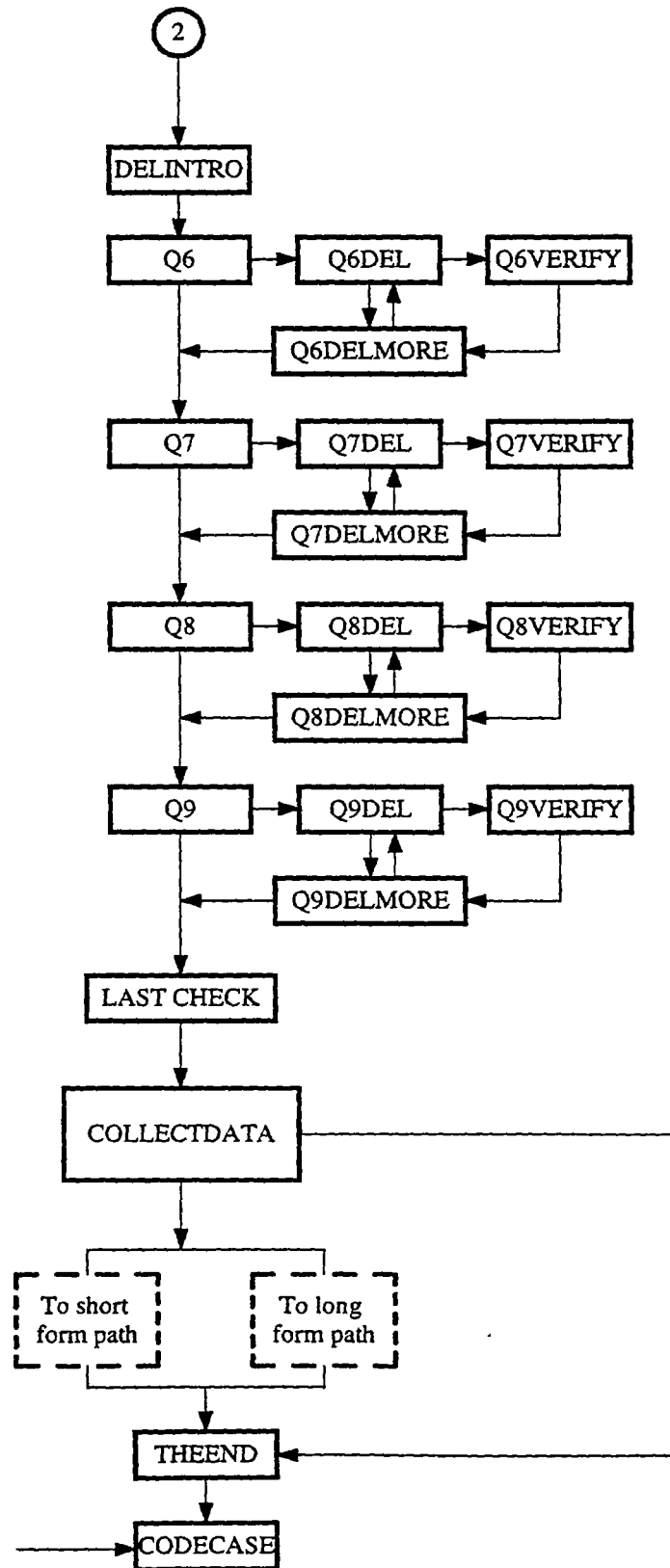
# Coverage Edits (Outbound TQA) Flowchart of Screens

4/7/99  
Page 4 of 4



# Coverage Edits (Outbound TQA) Flowchart of Screens

4/7/99  
Page 3 of 4



Any closed cases  
from any stage in  
the operation